Technical Advisory Committee Meeting

Minutes

November 18, 2021

Location:
Cuyahoga County HQ
2079 East Ninth street
Room 4-407
Microsoft Teams
The public should access the meeting via conference call by dialing:
+1 440-462-2064,,687501897#

Public comment for this meeting may be submitted in writing via email to the Clerk of the Technical Advisory Committee at kschaefer@cuyahogacounty.us no later than 7:00 a.m. on Thursday before the meeting. Members of the public will also be afforded the opportunity to make public comment via the conference call at designated times during the meeting, as indicated by the Clerk or Chairperson.

I. CALL TO ORDER

II. ROLL CALL

Members	Appointed Representation	Proxy (if needed)	Present	Absent
Jack Rhyne	Deputy CIO (CIO Designee)		☒	☐
Andy Molls	Deputy CTO		☒	☐
Jeremy Mio	ISO		☒	☐
Jason Snowbrick	HHS Ops		☒	☐
Matt Bender	HHS Apps		☒	☐
Debbie Davtovich	Applications		☒	☐
Alan Kilgore	Operations		☒	☐
Tim Peterson	Engineering		☒	☐
Robin Roy	Board of Elections		☒	☐
Tom Arnaut	Common Pleas Courts	Ken Smeallie	☐	☒
Pete Szigeti	Prosecutors Office		☒	☐

I. III. REVIEW MINUTES –November 4, 2021 Robin Roy motion to approved minutes. Jason Snowbrick seconded. All agreed. Minutes approved.

IV. PUBLIC COMMENT – None

V.   HELD ITEMS

01	TAC2021-SH-008	Department: Sheriff's Office	Presenter:
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to enter into a contract with CI Technologies for Corrections Professional Standards Software.		
	Amount not to exceed: $ 138,100.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Sheriff's Department and IT Team would like to meet to further review this item.		

APPROVAL	YES ☐ NO ☐ HELD ☒

Approval Tracking	Moved:	Matt Bender
	Seconded:	Alan Kilgore
	Unanimous Approval ☒	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

VI. NEW ITEMS

01	TAC2021-RE-001	Department: Real Estate Services Department (Fiscal Department)	Presenter: Jeremy Williams Debbie Davtovich Brian O'Malley
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with KOFILE TECHNOLOGIES, INC for Cloud Recording System, a module from the Kofile GovOS Cloud Suite. The Cloud Recording System will replace the end of life recorder system, DocRecorder used by the Real Estate Services Department of the Cuyahoga County Fiscal Office (aka Transfer and Recording Office). The agreement includes software, licensing and permits, support and maintenance, data storage, disaster recovery, micrographic conversion services & document indexing services.		
	Amount not to exceed: $3,831,019		
	Maintenance/Support included ☐ *Cloud Hosted* ☒ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	3 to 4 month conversion 5 year contract Retention is indefinitely Point of contact/ Project manager – Jeremy Williams		

APPROVAL	YES ☒ NO ☐ HELD ☐

Approval Tracking	**Moved:**	Jack Rhyne
	Seconded:	Matt Bender
	Unanimous Approval ☐	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

02	TAC2021-SH-009	Department: Sheriff's Department	Presenter: Laura Simms Karen DiCarlo
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to enter into an agreement for RMS software with TAC computer, Inc. for TAC Public Safety System.		
	Amount not to exceed: $14,209.38		
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*		
Notes/Discussion			

APPROVAL	YES ☒ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Alan Kilgore
	Seconded:	Matt Bender
	Unanimous Approval ☒	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

03	TAC2021-PC-015	Department: Prosecutors Office	Presenter: Pete Szigeti
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to purchase Fox-It with Carasoft Technology Corporation.		

	Amount not to exceed: $58,537.50
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐
Notes/Discussion	5 Year contract May need to be added to the Standards List

APPROVAL	YES ☒ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Robin Roy
	Seconded:	Jason Snowbrick
	Unanimous Approval ☒	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

04	TAC2021-PC-016	Department: Prosecutors Office	Presenter: Pete Szigeti
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to purchase (12) work stations for ICAC unit.		
	Amount not to exceed: $19,036.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion			

APPROVAL	YES ☒ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Jason Snowbrick
	Seconded:	Alan Kilgore
	Unanimous Approval ☐	Non-Unanimous Approval ☐

	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

05	TAC2021-PC-017	Department: Prosecutor's Office	Presenter: Jonathan McGory
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐			Requesting the approval to enter into a contract (add-on) for LexisNexis.

	Amount not to exceed: $4,845.00
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐
Notes/Discussion	

APPROVAL	YES ☒ NO ☐ HELD ☐

Approval Tracking	Moved:	Andy Molls
	Seconded:	Robin Roy
	Unanimous Approval ☒	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

06	TAC2021-SH-010	Department: Sheriff's Department	Presenter: Alan Kilgore Tanish Gates
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to enter into a 1-year support for GUARD1 Real time with TimeKeeping Systems, Inc.		
	Amount not to exceed: $3,043.31		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion			
APPROVAL	YES ☒ NO ☐ HELD ☐		

Approval Tracking			
	Moved:	Robin Roy	
	Seconded:	Jason Snowbrick	
	Unanimous Approval ☒	Non-Unanimous Approval ☐	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	

07	TAC2021-HHS-031	Department: Health & Human Services	Presenter: Kathleen Johnson
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to purchase TeleForm Desktop Suite maintenance.		
	Amount not to exceed: $1,365.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Will be added to the Standard List.		

APPROVAL	YES ☒ NO ☐ HELD ☐

	Moved:	Debbie Davtovich
	Seconded:	Andy Molls

Approval Tracking	Unanimous Approval ☐	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

08	TAC2021-IT-045	Department: Information Technology	Presenter: Debbie Davtovich
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to enter into a contract with Monsido, Inc. used by the web designers & developers.		
	Amount not to exceed: $27,900.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Will be added to the Standard List.		

APPROVAL	YES ⊠ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Robin Roy
	Seconded:	Matt Bender
	Unanimous Approval ⊠	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐

A.   Consent Items (approved via IT Standards or TAC Policy)

PO #	Item Description	Department / Agency	Vendor	Total	IT Standard
	LEADS	Medical Examiners		$7,200.00	⊠
	6-television screens	Prosecutors		$5,106.00	⊠
					☐
					☐
					☐

VII.   PUBLIC COMMENT

VIII.   ADJORNMENT- Meeting adjourned Matt Bender   Moved. Alan Kilgore seconded