



AGENDA
CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, MARCH 20, 2017
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE MARCH 6, 2017 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2017-0051: A Resolution authorizing the County Executive, on behalf of the County, to endorse the Memorandum of Understanding among County of Cuyahoga, Cuyahoga County Board of Elections and Ohio Department of Administrative Services in connection with the use of funding for the purchase of electronic pollbooks and other necessary equipment; and declaring the necessity that this Resolution become immediately effective.
- 6. MISCELLANEOUS BUSINESS**
- 7. OTHER PUBLIC COMMENT**
- 8. ADJOURNMENT**

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

***Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



MINUTES

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING

MONDAY, MARCH 6, 2017

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairman Miller called the meeting to order to at 1:03 p.m.

2. ROLL CALL

Mr. Miller asked Assistant Deputy Clerk Culek to call the roll. Committee members Miller, Hairston, Gallagher, Schron and Brown were in attendance and a quorum was determined. Committee member Jones entered the meeting shortly after the roll call was taken. Committee member Simon was absent from the meeting.

3. PUBLIC COMMENT RELATED TO THE AGENDA

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE FEBRUARY 23, 2017 MEETING

A motion was made by Mr. Hairston, seconded by Ms. Brown and approved by unanimous vote to approve the minutes from the February 23, 2017 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2017-0038: A Resolution authorizing an agreement with Ohio Department of Administrative Services in the amount not-to-exceed \$1,750,000.00 for Data Center Co-location Services for the period 1/1/2017 - 12/31/2021; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Michael Young, Chief Technology Officer, addressed the Committee regarding Resolution No. R2017-0038. Discussion ensued.

Committee members asked questions of Mr. Young pertaining to the item, which he answered accordingly.

On a motion by Ms. Brown with a second by Mr. Schron, Resolution No. R2017-0038 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. MISCELLANEOUS BUSINESS

Mr. Miller announced that Ms. Maggie Keenan, Director of the Office of Budget and Management, will be discussing the potential General Fund impacts of the Quicken Loans Arena Transformation Project at the March 14, 2017 Committee of the Whole meeting.

7. OTHER PUBLIC COMMENT

There were no public comments given.

8. ADJOURNMENT

With no further business to discuss and on a motion by Ms. Brown with a second by Mr. Jones, the meeting was adjourned at 1:10 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0051

<p>Sponsored by: County Executive Budish on behalf of Cuyahoga County Board of Elections</p>	<p>A Resolution authorizing the County Executive, on behalf of the County, to endorse the Memorandum of Understanding among County of Cuyahoga, Cuyahoga County Board of Elections and Ohio Department of Administrative Services in connection with the use of funding for the purchase of electronic pollbooks and other necessary equipment; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive on behalf of Cuyahoga County Board of Elections has recommended authorization, on behalf of the County, to endorse the Memorandum of Understanding among County of Cuyahoga, Cuyahoga County Board of Elections and Ohio Department of Administrative Services in connection with the use of funding for the purchase of electronic pollbooks and other necessary equipment; and

WHEREAS, the goal of this project is to clarify the process of selecting, purchasing and funding electronic pollbooks and any other necessary equipment including software, hardware, license agreement, service or maintenance agreement or integration with the Board of Elections voter registration system that is essential for the implementation and operation of the electronic pollbooks; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes the County Executive, on behalf of the County, to endorse the Memorandum of Understanding among the County of Cuyahoga, Cuyahoga County Board of Elections and Ohio Department of Administrative Services in connection with the use of funding for the purchase of electronic pollbooks and other necessary equipment.

SECTION 2. That the County Executive is authorized to execute the Memorandum of Understanding.



CUYAHOGA COUNTY BOARD OF ELECTIONS

Inajo Davis Chappell
Chairwoman

Jeff Hastings
Member

David J. Wondolowski
Member

Robert S. Frost
Member


Pat McDonald
Director

Anthony W. Perlatti
Deputy Director

Memorandum

To: Armond Budish, County Executive
Members of Cuyahoga County Council

Cc: Sharon Sobol-Jordan, Chief of Staff for the County Executive
Joseph Nanni, Chief of Staff for the County Council

From: Pat McDonald, Director 

Date: February 23, 2017

Re: Memorandum of Understanding regarding Electronic Pollbooks

Below is a summary of a Memorandum of Understanding (MOU) with the Board of Elections, County of Cuyahoga, and the Ohio Department of Administrative Services (DAS) regarding electronic pollbooks that will be submitted for County Council's approval and the County Executive's signature at an upcoming Council Meeting.

As you may know, the State of Ohio set aside \$12.75 million in 2015 as reimbursement for counties to purchase electronic pollbooks. This funding was allocated based on the total number of registered voters in each county, which amounted to **\$1,462,417.99 for Cuyahoga County**, and was expected to cover approximately **85 percent** of the estimated purchase cost.

In order to receive our allocation of this state funding, the County must enter into the attached MOU with the Board of Elections and DAS. This MOU, which was prescribed by DAS, essentially sets out the manner in which electronic pollbooks are to be selected, purchased, and funded by each county. In summary:

1. **The board of elections selects the vendor and other necessary equipment via a state term contract** (DAS awarded a state term contract to all electronic pollbook vendors certified in the State of Ohio). After a 17-month vendor evaluation process, we have chosen Tenex Software Solutions as our vendor.
2. **The county is then responsible for providing the initial funding for the purchase, as well as for approving the purchase.** As you may recall, County Council appropriated \$2 million for this purchase at the Council Meeting on May 24, 2016. In the coming weeks, we will submit the contract with Tenex Software Solutions for your approval, and provide you more info on why we chose this vendor and the benefits it will offer to voters in Cuyahoga County.
3. **After the purchase is made, the board of elections can request reimbursement from DAS.** The deadline to request reimbursement is **May 31, 2017**.

Just to be clear, **this MOU does not commit Cuyahoga County to any financial or procurement obligations.** It simply clarifies the process of selecting, purchasing, and funding electronic pollbooks. However, approval is required to receive the reimbursement funds from the State of Ohio.

If you have any questions regarding this MOU, please feel free to call me at 216-443-6411 or you may email me at pmcdonald@cuyahogacounty.us.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES,
THE CUYAHOGA COUNTY BOARD OF ELECTIONS, AND
THE COUNTY OF CUYAHOGA**

Purpose

1. This Memorandum of Understanding (“MOU”) between the Ohio Department of Administrative Services (“DAS”), the Cuyahoga County Board of Elections (“Board”), and the County of Cuyahoga (“County”) is to document the roles and responsibilities of each party in complying with the requirements set forth in Section 207.63 of Amended Substitute House Bill 64, the State Operating Budget.
2. Specifically, it is the goal of the DAS, the Board, and the County to document in this MOU their mutual understandings concerning the use of the funding provided by Section 207.63 of Amended Substitute House Bill 64, the State Operating Budget, and appropriation item 100668 for Fiscal Years 2016 and 2017.

Legal Authority

1. This MOU is being entered into in accordance with Section 207.63 of Amended Substitute House Bill 64, the State Operating Budget.
2. Section 207.63 of Amended Substitute House Bill 64, in relevant part, states:

“The board shall enter into a memorandum of understanding with the county commissioners and the Department of Administrative Services concerning [the purchase of the selected electronic pollbooks and any other necessary equipment] and is responsible for fifteen per cent of the purchase costs of those pollbooks as determined by the Department of Administrative Services and Secretary of State under this section.”

Definitions

1. “Electronic pollbook” means “an electronic list of registered voters for a particular precinct or polling location that may be transported to a polling location”¹ that is certified for use in Ohio pursuant to Ohio Revised Code §3506.05.
2. “Any other necessary equipment” means any software, hardware, peripheral, license agreement, service or maintenance agreement or integration with the Board’s voter registration system that is essential for the implementation, fully functional operation and legal use of the electronic pollbooks.

¹ R.C. 3506.05(A)(1).

Terms of Agreement

1. The Board will select a certified pollbook and any other necessary equipment from the list of certified electronic pollbooks and equipment and their corresponding price provided to the Board from the DAS state term contract for electronic pollbooks (RS900816, Index MAC109). Pursuant to Ohio Revised Code §125.04, the Board must be an active member of the DAS Cooperative Purchasing Program in order to make a purchase referencing the DAS state term contract.
2. The County will be responsible for selecting the equipment and paying the total invoice cost of the electronic pollbooks and any other necessary equipment to the vendor. The Board will notify the DAS in writing of its selection and of the exact quantity of electronic pollbooks and equipment the Board will purchase.
3. The DAS will provide the County with funding to reimburse 85% of the total purchase cost for electronic pollbooks and any other necessary equipment selected by the Board, up to the amount of the Board's allocation of the funding provided by Section 207.63 of Amended Substitute House Bill 64 and appropriation item 100668 as appears in the Electronic Pollbook Fund Allocations by County report, which is attached as Exhibit 1 and incorporated by reference herein. Any unexpended, unencumbered portion of the Board's allocation at the end of State Fiscal Year 2016 will be available for the Board to procure certified electronic pollbooks and any other necessary equipment in State Fiscal Year 2017.
4. For purchases of electronic pollbooks made against the DAS state term contract, the notification to the DAS shall consist of a letter from the Board requesting reimbursement with a copy of an executed purchase order referencing the contract. For purchases of electronic pollbooks made prior to the effective date of the DAS state term contract, the notification to the DAS shall consist of a letter from the Board requesting reimbursement with a copy of the paid invoices and proof of payment for certified electronic pollbooks. Any letter requesting reimbursement must be received by the DAS no later than 30 days prior to the end of State Fiscal Year 2017.

General Provisions

1. If there is a change in the law necessitating a change in this MOU, the DAS shall immediately notify the Board and the County and all parties shall re-evaluate the MOU to ensure its compliance with the law.
2. This MOU is effective upon signature of all parties and shall remain in effect as required by state law.
3. This MOU is subject to Section 126.07 of the Ohio Revised Code.
4. This Agreement may be modified or amended provided that any such modification or amendment is in writing and is signed by all of the parties to this Agreement. Said amendment shall be effective upon the execution by all of the parties.
5. If any provision of this MOU should be found illegal, invalid, or otherwise void, it shall be considered severable. The remaining provisions shall not be impaired, and the MOU shall be interpreted, to the extent possible, to give effect to the parties' intent.

6. This MOU is entered into through the actions of the Board of Elections pursuant to a motion of the Board of Elections approving this MOU and authorizing and directing the signator to execute this agreement on behalf of the Board (the minutes reflecting the motion or other record of the motion is attached as Exhibit 2) and the County of Cuyahoga pursuant to Resolution of the County Council approving this MOU and authorizing and directing the signator to execute this agreement on behalf of the Council (the Resolution is attached as Exhibit 3).

THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

Persons to be contacted for Further Information or Assistance

For state term contract concerns

Dennis Kapenga
4200 Surface Road
Columbus, Ohio 43228
Phone: 614-466-7911
Email: Dennis.Kapenga@das.ohio.gov

For reimbursement requests

Lori Malinovsky
30 East Broad Street, 39th Floor
Columbus, Ohio 43215
Phone: 614-995-2041
Email: Lori.Malinovsky@das.ohio.gov

County Board of Elections Contact

Contact Name: Pat McDonald, Director
Address: 2925 Euclid Avenue, 4th Floor
Cleveland, Ohio 44115
Phone: 216-443-3200
Email: pmcdonald@cuyahogacounty.us

County of Cuyahoga Contact

Contact Name: Armond Budish, County Executive
Address: 2079 East 9th Street
Cleveland, Ohio 44115
Phone: 216-443-7178
Email: abudish@cuyahogacounty.us

The Department of Administrative Services, the Board of Elections, and the County of Cuyahoga indicate their agreement with the above provisions and further agree that the interest of each is in compliance with Section 207.63 of Amended Substitute House Bill 64, the State Operating Budget, by signing below a copy of this Memorandum of Understanding.

DAS Designee Signature

Date

Pat McDonald

2.17.17

Board Designee Signature

Date

County Designee Signature

Date

EXHIBIT 1

COUNTY CODE	COUNTY NAME	ACTIVE VOTERS		
		Appropriation Amount		\$12,750,000.00
		Percentage Amount		0.85
1	ADAMS	17,749	0.23%	\$29,324.82
2	ALLEN	65,771	0.85%	\$108,666.57
3	ASHLAND	34,347	0.45%	\$56,747.97
4	ASHTABULA	57,653	0.75%	\$95,254.04
5	ATHENS	43,650	0.57%	\$72,118.35
6	AUGLAIZE	31,673	0.41%	\$52,330.00
7	BELMONT	44,876	0.58%	\$74,143.94
8	BROWN	27,829	0.36%	\$45,978.96
9	BUTLER	238,752	3.09%	\$394,465.05
10	CARROLL	18,299	0.24%	\$30,233.53
11	CHAMPAIGN	25,767	0.33%	\$42,572.13
12	CLARK	89,003	1.15%	\$147,050.38
13	CLERMONT	135,260	1.75%	\$223,476.00
14	CLINTON	24,766	0.32%	\$40,918.28
15	COLUMBIANA	65,893	0.85%	\$108,868.14
16	COSHOCTON	22,903	0.30%	\$37,840.24
17	CRAWFORD	26,798	0.35%	\$44,275.54
18	CUYAHOGA	885,136	11.47%	\$1,462,417.99
19	DARKE	34,050	0.44%	\$56,257.27
20	DEFIANCE	24,228	0.31%	\$40,029.40
21	DELAWARE	122,611	1.59%	\$202,577.38
22	ERIE	53,277	0.69%	\$88,024.04
23	FAIRFIELD	93,494	1.21%	\$154,470.39
24	FAYETTE	16,204	0.21%	\$26,772.18
25	FRANKLIN	815,828	10.57%	\$1,347,907.60
26	FULTON	27,559	0.36%	\$45,532.86
27	GALLIA	19,167	0.25%	\$31,667.64
28	GEAUGA	61,308	0.79%	\$101,292.82
29	GREENE	113,133	1.47%	\$186,917.87
30	GUERNSEY	23,026	0.30%	\$38,043.46
31	HAMILTON	536,636	6.95%	\$886,627.75
32	HANCOCK	50,792	0.66%	\$83,918.33
33	HARDIN	18,175	0.24%	\$30,028.66
34	HARRISON	9,710	0.13%	\$16,042.82
35	HENRY	19,395	0.25%	\$32,044.34
36	HIGHLAND	26,352	0.34%	\$43,538.66
37	HOCKING	17,450	0.23%	\$28,830.82
38	HOLMES	18,056	0.23%	\$29,832.05
39	HURON	35,734	0.46%	\$59,039.56
40	JACKSON	21,687	0.28%	\$35,831.17
41	JEFFERSON	45,002	0.58%	\$74,352.12
42	KNOX	39,745	0.52%	\$65,666.52
43	LAKE	154,050	2.00%	\$254,520.76

EXHIBIT 1

44 LAWRENCE	41,027	0.53%	\$67,784.64
45 LICKING	113,829	1.48%	\$188,067.80
46 LOGAN	30,676	0.40%	\$50,682.76
47 LORAIN	204,989	2.66%	\$338,681.97
48 LUCAS	313,379	4.06%	\$517,763.47
49 MADISON	24,157	0.31%	\$39,912.09
50 MAHONING	167,714	2.17%	\$277,096.37
51 MARION	37,671	0.49%	\$62,239.87
52 MEDINA	123,526	1.60%	\$204,089.14
53 MEIGS	15,394	0.20%	\$25,433.90
54 MERCER	29,576	0.38%	\$48,865.34
55 MIAMI	72,033	0.93%	\$119,012.62
56 MONROE	9,719	0.13%	\$16,057.69
57 MONTGOMERY	376,430	4.88%	\$621,936.07
58 MORGAN	8,392	0.11%	\$13,865.23
59 MORROW	24,211	0.31%	\$40,001.31
60 MUSKINGUM	50,777	0.66%	\$83,893.55
61 NOBLE	8,279	0.11%	\$13,678.53
62 OTTAWA	29,553	0.38%	\$48,827.34
63 PAULDING	12,157	0.16%	\$20,085.74
64 PERRY	22,446	0.29%	\$37,085.19
65 PICKAWAY	33,210	0.43%	\$54,869.42
66 PIKE	18,278	0.24%	\$30,198.83
67 PORTAGE	105,190	1.36%	\$173,794.48
68 PREBLE	27,867	0.36%	\$46,041.74
69 PUTNAM	22,854	0.30%	\$37,759.28
70 RICHLAND	79,068	1.02%	\$130,635.82
71 ROSS	43,066	0.56%	\$71,153.46
72 SANDUSKY	39,705	0.51%	\$65,600.43
73 SCIOTO	44,096	0.57%	\$72,855.23
74 SENECA	32,750	0.42%	\$54,109.41
75 SHELBY	33,182	0.43%	\$54,823.16
76 STARK	251,816	3.26%	\$416,049.34
77 SUMMIT	359,385	4.66%	\$593,774.39
78 TRUMBULL	144,848	1.88%	\$239,317.26
79 TUSCARAWAS	55,821	0.72%	\$92,227.22
80 UNION	34,697	0.45%	\$57,326.24
81 VANWERT	19,951	0.26%	\$32,962.96
82 VINTON	8,526	0.11%	\$14,086.62
83 WARREN	149,117	1.93%	\$246,370.48
84 WASHINGTON	42,421	0.55%	\$70,087.80
85 WAYNE	73,253	0.95%	\$121,028.30
86 WILLIAMS	23,533	0.30%	\$38,881.12
87 WOOD	90,319	1.17%	\$149,224.67
88 WYANDOT	15,321	0.20%	\$25,313.29
	7,717,003		\$12,750,000.00



EXHIBIT 2

Inajo Davis Chappell, Chairwoman

Pat McDonald, Director

Robert S. Frost, Board Member

Anthony W. Perlatti, Deputy Director

Jeff Hastings, Board Member

David J. Wondolowski, Board Member

MEETING AGENDA

February 8, 2017

9:30 A.M.

THE PLEDGE OF ALLEGIANCE

ADMINISTRATIVE

1. Acknowledgement of Secretary of State Advisory and Directive

- Advisory 2017-01: Reminder: Purchasing Electronic Pollbooks with State Funding
- Directive 2017-01: Updated Election Official Manual and Related Directive

2. Approval of Meeting Minutes from the January 24, 2017 Board Meeting

3. Selection of Electronic Poll Book Vendor and Approval of Memorandum of Understanding

CANDIDATE AND PETITION SERVICES DEPARTMENT

4. Certification of Candidates for the May 2, 2017 Primary Election

5. Certification of Issues for the May 2, 2017 Primary Election

6. Certification of Candidates to the November 7, 2017 General Election in lieu of the May 2, 2017 Primary Election

7. Acknowledgement of Resignations, Appointments, Intent to Retire and Death in Office

8. Acknowledgement of Withdrawal of Issues from the May 2, 2017 Primary Election

BUSINESS ADMINISTRATION DEPARTMENT

9. Approval of Vouchers

NEW BUSINESS

PUBLIC TESTIMONY

EXECUTIVE SESSION