

KARL L. KEITH
MONTGOMERY COUNTY AUDITOR

451 WEST THIRD STREET • P.O. BOX 972 • DAYTON, OH 45422

August 5, 2011

Mr. Willis Blackshear, Chair
Automatic Data Processing Board
451 West Third Street
Dayton, OH 45422

Dear Mr. Blackshear:

An Automatic Data Processing Board meeting has been scheduled for **Wednesday, August 10, 2011 at 9:00 a.m. in the 6th floor Data Processing Training/Conference Room.** The agenda will be as follows with supporting documentation attached.

- (1) Minutes from the July 13, 2011 meeting
- (2) Miami Valley Regional Crime Laboratory - RFP for the Purchase of Laboratory Information System Application (LISA), paternity calculation software for DNA section (estimated cost not to exceed \$48,000.00)

Sincerely,

KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachments

Cc: ADP Board Members
James Alford, Data Processing Director
Tina Ratcliff, Records Manager
Paul Robinson, Chief Deputy Treasurer
James Drubert, Common Pleas Court Administrator
Michelle Roberts, Auditor's Office
Tim Nolan, OMB
John Cumming, Assistant Prosecuting Attorney
Bill Engel, Data Processing

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Cc: Steve Glardon, Data Processing
Ellis Shockley, Data Processing
Roy Sigritz, Administrative Services
Mike Spirk, Telecommunications
Vicky Brady, Domestic Relations Court
Rhonda Tutt, Domestic Relations Court
Michael J. Howley, Domestic Relations Court
Eric Armstrong, Domestic Relations Court
Deputy Scott Landis, Sheriff's Office
Debra Harden, Recorder's Office
Linzie Oliver, Clerk of Courts' Office
Kenneth M. Betz, Coroner/Crime Lab
Matt Hilliard, Environmental Services-IT/GIS Dept.
Chris Romer, Commissioner Foley's Office
News Media

AUTOMATIC DATA PROCESSING BOARD MEETING

July 13, 2011

PRESENT: Willis Blackshear, Chair
Greg Brush, Vice-Chair
Bill Loy for Karl Keith, Secretary
Dan Foley, Member
Jim Drubert for Judge Barbara Gorman, Member
Carolyn Rice, Member
Deputy Scott Landis for Sheriff Phil Plummer, Member
Tina Ratcliff, Records Management
Tim Nolan, OMB
Roy Sigritz, Administrative Services
Dana Brown, Clerk of Courts' Office
Tim Saluga, Juvenile Court
Eric Shafer, Juvenile Court
Eric Armstrong, Domestic Relations Court
John Cumming, Prosecutor's Office
James Alford, Data Processing
Bill Engel, Data Processing
Steve Glardon, Data Processing
Ellis Shockley, Data Processing
Betty Upshaw, Data Processing Administrative Assistant

The July 13, 2011 Automatic Data Processing Board meeting was called to order by the Chair, Willis Blackshear. (A copy of the agenda is attached hereto for reference.)

Agenda item number one was the approval of the minutes from the June 8, 2011 meeting. A motion for approval of the minutes was made by Carolyn Rice. Motion seconded by Greg Brush and carried unanimously.

The only request on the agenda was one from Juvenile Court seeking the Board's approval of hardware and software purchases for the Juvenile Justice Center Virtualization Project at a total cost of \$136,989.38. Tim Saluga, the Data Services Manager for Juvenile Court, briefed the Board on the purpose of the project for the virtualization of their entire server network. Mr. Saluga explained this project would include replacing 16 existing servers with three servers. He further explained the project would also include the purchase of redundant switches and two Storage Area Network devices, one for the Court and one for their DR site at the Sheriff's Office. Mr. Saluga also informed the Board this project would include the purchase of the necessary software. After Mr. Saluga's presentation, James Alford questioned their decision to house their DR SAN (Disaster Recovery Storage Area Network) across the street at the

ADP BOARD MEETING

July 13, 2011

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Sheriff's Office. Mr. Alford voiced his concern with the close proximity of the two SANs. There was a discussion about their backup procedures and Juvenile's Court belief that housing their DR SAN in the Sheriff's Office basement would be secure and appropriate. Mr. Alford also asked if they were going to be doing a Memorandum of Understanding with the Sheriff's Office. Mr. Saluga assured him they would be doing so. When asked about the location of backup sites for other departments, Mr. Alford explained that Data Processing uses a site in Butler County as their Disaster Recovery site. Following this discussion, Dan Foley moved for approval of Juvenile Court's request to purchase the following hardware and software using incentive to save funds:

- Three Dell Servers - Purchase from MNJ Technologies at State of Ohio pricing for \$25,305.00
- Software for Microsoft Windows 2008 Server R2 - Purchase from MNJ Technologies at the State of Ohio Educational pricing for \$5,981.00
- Two Storage Area Network devices - Purchase from MNJ Technologies at State of Ohio pricing for \$75,707.00
- Two HP E3500 Dual 1 GB switches - Purchase from MNJ Technologies at State of Ohio pricing for \$5,616.100
- VMWare software - Purchase from OARNet at the State of Ohio Virtualization Program pricing for \$19,023.00
- Backup Exec Software for Virtualization environments - Purchase from MNJ Technologies at State of Ohio pricing for \$3,332.00
- TrendMicro Total Virus Protection software - Purchase from MNJ Technologies at State of Ohio pricing for \$3,030.00.

Greg Brush seconded the motion. The motion carried unanimously.

In other business, Carolyn Rice asked other Board members if there was anything about shared services that made it into the final state budget. John Cumming directed her to pages 440 through 443 out of the 4,200 pages of the final budget. Mr. Cumming said those pages addressed a new Ohio Revised Code 307.847 that allows the County Commissioners to pass a resolution essentially eliminating the Records

Montgomery County, Ohio

ADP BOARD MEETING

July 13, 2011

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Commission and Microfilm Board and making those Boards a part of the ADP Board. He explained if the Commissioners decided to do that, then the Prosecutor and the Engineer would need to be added to this Board. Mr. Cumming said it would be up to the County Commissioners to pass such a resolution and was not mandatory. Mr. Cumming expressed his opinion that combining the Boards would not be a cost-saving step. Willis Blackshear stated that Montgomery County is unique to other counties across the state because of the fact that its elected officials meet and communicate on a monthly basis. Mr. Blackshear expressed his belief that combining the three boards would not make their operations more efficient or more cost effective.

Also, in other business, James Alford announced the County would be moving to 100mb for Internet access on Friday, July 15. He said, once the move is made, DP would send out an email to everyone who has access to Internet through DP.

There being no further business, Carolyn Rice moved for adjournment. Motion seconded by Dan Foley. Motion carried unanimously.

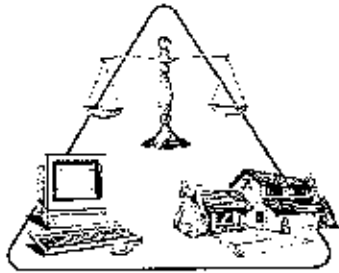
Respectfully submitted,



KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachment



FILE COPY

KARL L. KEITH
MONTGOMERY COUNTY AUDITOR
451 WEST THIRD STREET • P.O. BOX 972 • DAYTON, OH 45422

July 7, 2011

Mr. Willis Blackshear, Chair
Automatic Data Processing Board
451 West Third Street
Dayton, OH 45422

Dear Mr. Blackshear:

An Automatic Data Processing Board meeting has been scheduled for **Wednesday, July 13, 2011 at 9:00 a.m. in the 6th floor Data Processing Training/Conference Room.** The agenda will be as follows with supporting documentation attached.

- (1) Minutes from the June 8, 2011 meeting
- (2) Juvenile Court - Virtualization Project Purchases (\$136,989.38)

Sincerely,

KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachments

Cc: ADP Board Members
James Alford, Data Processing Director
Tina Ratcliff, Records Manager
Paul Robinson, Chief Deputy Treasurer
James Drubert, Common Pleas Court Administrator
Michelle Roberts, Auditor's Office
Tim Nolan, OMB
John Cumming, Assistant Prosecuting Attorney
Bill Engel, Data Processing
Steve Glardon, Data Processing
Ellis Shockley, Data Processing

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Cc: Roy Sigritz, Administrative Services
Mike Spirk, Telecommunications
Vicky Brady, Domestic Relations Court
Rhonda Tutt, Domestic Relations Court
Michael J. Howley, Domestic Relations Court
Eric Armstrong, Domestic Relations Court
Deputy Scott Landis, Sheriff's Office
Debra Harden, Recorder's Office
Linzie Oliver, Clerk of Courts' Office
Kenneth M. Betz, Coroner/Crime Lab
Matt Hilliard, Environmental Services-IT/GIS Dept.
Chris Romer, Commissioner Foley's Office
Tim Saluga, Juvenile Court
News Media

#2

Miami Valley Regional Crime Laboratory

361 West Third Street Dayton, Ohio 45402 937/225-4990 FAX 937/496-7916

Kenneth M. Betz, Director

August 2, 2011

Board of Directors

CHAIRMAN

James H. Davis, MD
Coroner
MONTGOMERY COUNTY
DAYTON, OHIO

CORONERS

Timothy Kuthman, MD
DARKE COUNTY
GREENVILLE, OHIO

Kevin L. Sharrett, MD
GREENE COUNTY
XENIA, OHIO

Bruce O. Nordquist, MD
MIAMI COUNTY
TROY, OHIO

John A. Vosler, DO
FREEL COUNTY
EATON, OHIO

Mr. James Alford
Montgomery County Data Processing
451 W. Third St.
P.O. Box 972
Dayton, OH 45422

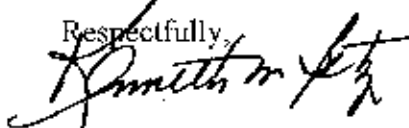
Mr. Alford:

The Miami Valley Regional Crime Lab is seeking approval for the acquisition of paternity calculation software for the DNA section. This purchase, once approved by the DP Board, will be submitted to the Purchasing Department for a Request for Bid Proposal. The software, Laboratory Information System Application (LISA), is used to calculate paternity and relatedness statistics. It will be used in all types of cases when relatives are involved, or alleged to be involved, in the commission of the crime.

Currently, the DNA staff sends profiles in these cases to a commercial forensic laboratory which performs the calculations for a fee. Additionally, if the commercial laboratory is needed to testify in court proceedings, they will charge the court an expert witness fee. Adding this software will allow complete analysis and reporting to be completed at the Miami Valley Regional Crime Laboratory.

The estimated cost will not exceed \$48,000. This purchase is funded through a federal grant (OCA 258425, Obj3 6120).

If you have any questions, please contact me at the Coroner/Crime Lab.

Respectfully,

Kenneth M. Betz
Director

KMB/as