Technical Advisory Committee Meeting

Minutes

January 20, 2022

Location: County HQ-Room 407
(for voting members)

REMOTE via TEAMS (for presenters)
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		☐	☒
Pete Szigeti	Prosecutors Office	(via phone)	☒	☐

III.   REVIEW MINUTES – January 6, 2022- Motion to approve minutes Andy Molls moved, Jason Snowbrick seconded. All agreed, minutes approved.

IV.   PUBLIC COMMENT

V.   HELD ITEMS

01	TAC2021-SH-012	Department: Sheriff	Presenter: Andy Molls
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to purchase ProWare for Sheriff Service Portal for Juvenile Court		
	Amount not to exceed: $35,000.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion			
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 ☐	

02	TAC2022-PO-001	Department: Prosecutor's Office	Presenter: Pete Szigeti
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to enter into an agreement with WIN Interactive for Crime Lines Interactive timeline builder and presentation application.		
	Amount not to exceed: $ 4,600.00		
	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 ☐

VI. NEW TEMS

01	TAC2022-BE-001	Department: Board of Elections	Presenter: Robin Roy
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to purchase ApplicantStack employment portal for Board of Elections (Reviewed in TAC Pre-meeting)		
	Amount not to exceed: $1,140.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	• Should be added to Standards List going forward.		

APPROVAL	YES ☒ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Debbie Davtovich
	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	TAC2022-HHS-001	Department: HHS-DAS	Presenter: Jason Snowbrick
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval for RF Works Wi-Fi for Dept. of Administrative Services (DAS)		
	Amount not to exceed: $790,560.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	(Previously approved on Jan. 6th, 2022. Would like to amend dollar amount and contract terms to a five-year contract).		

APPROVAL	YES ☒ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Matt Bender
	Seconded:	Andy Molls
	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	TAC2022-IT-002	Department: Information Technology	Presenter: Jeremy Mio
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with Thinkst Canary Active Defense. (Reviewed in TAC Pre-meeting on Jan. 13th 2022).		
	Amount not to exceed: $16,000.00		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Standard List (Previously approved on Jan. 6th, 2022. Would like to amend dollar amount and contract terms to a five-year contract).		
APPROVAL	YES ☒ NO ☐ HELD ☐		

Approval Tracking		
Moved:	Jason Snowbrick	
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 ☐	

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

PO #	Item Description	Department / Agency	Vendor	Total	IT Standard
					☐
					☐
					☐
					☐
					☐

VII.   PUBLIC COMMENT
VIII.   OTHER BUSINESS
IX.   ADJORNMENT – Robin Roy motion to adjourn, Andy Molls seconded.