

**Sandusky County Commissioners – 6225 Croghan Street, Fremont, OH 43420**

**MEETING 2019**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 5/9/19

Time: 8:00AM 11:33AM

Present: Commissioners: Russ Zimmerman, V-President; Kay E Reiter

Present: Theresa Garcia; County Administrator

Not Present: Scott Miller, President was not present during the entire session

Others Present: Bill Windnagel, Melanie Allen, Mark Mulligan, Atul Chopra, Craig Shoup

(\*action items)

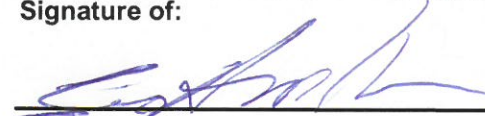
AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	***Commissioner Miller was not in session. He was attending Clydescope and the Marine Program Launch	Russ Zimmerman, Vice President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 5/2/19 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Russ Zimmerman, Kay E Reiter		*Motion: Move to Approve minutes Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 2 (Miller absent)
Review of External board / Meetings Attended by Commissioners	Commissioners Reiter and Miller attended land bank meeting last Thursday. Two lots were approved for sale to the Wightmans Grove Conservancy. The third lot was involved in a "bidding war" and will hopefully be sold this month. Century 21 real estate office will be utilized to list the land bank properties for sale.			
	Commissioners all attended the In-Demand kick off presentation from the In-Demand Committee. It was exciting to hear from the seniors in the room presenting what the Leadership group does. Commissioner Zimmerman was impressed with the remote presentation and the information regarding placing people with their interest with jobs rather than education. It made more sense for them to place people working on what they enjoy. Statistics show people are happier and work better when they enjoy what they are doing. The Superintendents talked about testing at the Freshman			

	level to educate everyone on how to place individuals with jobs.			
	Commissioners Miller and Zimmerman attended the Law Day Luncheon. The guest speaker was Roy Wilhelm. He also received the Liberty Bell Award. Commissioner Miller presented a proclamation to the group.			
<b>Commissioners and Administrators Discussion</b>	Tim Brown, TMACOG President, sent a draft copy of a resolution supporting the ODOT projects for the RT 20 by-pass project. The Commissioners reviewed and were happy with his proposal.			
	Administrator Garcia presented an email from Community Foundation regarding a draft lease agreement for office space at the service center. They had received a better lease proposal from another landlord and had asked if the Commissioners could get closer to that proposal. After discussion the Commissioners felt they had other opportunities for the space and did not feel it was in their best interest to lease the space for less than the original proposal.			
<b>* Then /Now Documents</b>	One certificate was presented by the Commissioners office. Annual PO was not obtained by oversight. One invoice makes up this certificate. Dept. of Administrative Services - \$60.00		\$60.00	*Motion: Move to approve certificates Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 2 (Miller absent)
<b>* Personnel</b>	None at this time			
<b>* Travel Requests</b>	None at this time			
<b>CWP (8:30)</b>	<b>Bill Windnagel – CWP.</b> Bill came in for his monthly meeting with the Commissioners. His monthly work order report from April was presented for review. He is working on getting mowing started. The yards are still pretty wet and that presents a challenge. The programs vehicle is in rough shape and may need replaced in the near future. The program has a very good crew at the present time and is ready to work first thing in the morning, even on weekends as needed. The crew members have a lot to contribute to the program and some have presented their own skill set to teach the others.	Bill Windnagel - Coordinator		
	*** Commissioner Miller came in to session at 9:05am			
<b>DJFS (9:00am)</b>	<b>Melanie Allen – DJFS.</b> Melanie came in for her monthly meeting with the Commissioners. See attachment A for agenda items. Placement costs are leveling and she is still working to keep costs at \$800,000 for the year. They have terminated custody of many children either by	Melanie Allen – Director		

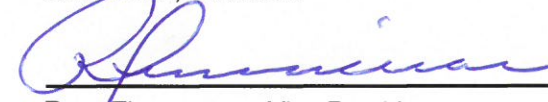
	<p>adoption or reunification. Melanie talked about funding they received to help some of their adoptive families and foster families for graduations for children in their care. She is working to keep morale up by hosting events with the staff. They went bowling last month and are planning a volleyball event.</p> <p>Melanie had personnel disciplinary issue to discuss. The County Administrator had personnel disciplinary issues to discuss too.</p> <p>At 9:26am Commissioner Reiter moved to enter executive session to discuss personnel discipline issues.</p> <p>At 10:15am the Commissioners exited executive session.</p>			<p>*Motion: Move to enter executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 3</p> <p>*Motion: Move to exit executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 3</p>
	<p>***Commissioner Miller left for the Marine Trades Apprenticeship Presentation at 10:05am</p>			
<p>* Resolutions (10:00am)</p>	<p>2019 – 149 APPROVING APPROPRIATION TRANSFER FOR BOARD OF DD FROM CONTRACT SERVICES TO CAPITAL OUTLAY FOR FLOORING, SPEAKERS AND DRAINAGE ISSUES IN THE PARKING LOT (\$45,000.00)</p>		<p>\$45,000.00</p>	<p>* Motion: Move to Approve Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 2 (Miller absent)</p>
<p>IT (10:30am- time change)</p>	<p><b>Atul Chopra – IT.</b> Atul came in for his monthly meeting with the Commissioners. See attachment B for agenda items. He has been working on the 911 update and hopefully will be completed shortly. There have been a couple of issues they have had to deal with. They are working hard on keeping authentication secure for the countywide servers. There have been many attempts to breach the system and they have been successful in stopping this from happening. There are usually two steps to secure authentication and the second is sometimes a code sent to a phone. They do not want to use phones for this verification. They are thinking of using security badges. Atul talked about the requests from schools and other entities to be able to monitor their security cameras at the County dispatch center. His question is who pays for the installation, programing and band width needed to do this. The Commissioners asked Atul to discuss the need for CCT at JJC with Tim Grabenstetter, JJC Superintendent. Commissioners</p>	<p>Atul Chopra - Director</p>		

	asked about a microphone upgrade for courtroom #2 as discussed with the Judges last week.			
<b>Prosecutor (11:00am)</b>	*** Tim Braun was out of the office. Meeting will be rescheduled.			
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger Elected Officials – none			
<b>* Adjournment (11:33am)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to Approve Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 2 (Miller absent)

Signature of:



Scott Miller, President




Russ Zimmerman, Vice President



Kay E Reiter

**Board of County Commissioners, Sandusky County Ohio**

Attest:   
Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners, Sandusky County, Ohio, do hereby certify that the foregoing is a true and correct copy from the official record of said Board of County Commissioners as recorded in its Journal.

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Clerk, Board of County Commissioners, Sandusky County, Ohio

Commissioners' Meeting Agenda

5/9/19

**I. Placement Costs, handout –**

- a. Apr
  - i. 2018 had 47-50 children in custody each month. Numbers are still in 30s.
  - ii. County costs are continuing to go down each month.
  - iii. Highlight moves and changes on the costs reports. New custody, high cost.
- b. 30 days to family- Ohio: hired the worker. Supervisor will be new admin.
- c. Placement reduction meetings every month. 3 high cost placements, no less restrictive places will take them due to behaviors.
- d. Nate– Grandlove and kinship support has been thriving. We are now up to 15 foster homes. State reached out to spend kin and long-term care money and we are offering support services to kin and finalized families.

**II. Building issues**

- a. Security – photo id badges complete for one unit. Working on the rest.
- b. Started a safety committee
- c. Carpet for the conference rooms end of May. Had vendor in the building looking at the heating/cooling system. Caulking windows – building is old, needs some attention.

**III. Staffing**

- a. Administrator posting is out. Have had internal applications. Interviews will start next week.
- b. Understaffing issues / Children Services / Public Assistance

**IV. Misc.**

- a. Morale/ Image issues: All staff meeting May 30 (2 times a year), bowling last month, have 2 sand volleyball teams.
- b. May is fraud awareness and foster care appreciation month- should have a proclamation this month. In demand jobs week this week, did apprenticeship 101 last week at Terra.
- c. Executive payroll and attendance system update: fiscal has been using a month now, working on rolling out to other units. Have some kinks.
- d. Revamping our website.

## Projects / Updates

- Backups
  - 5/9/2019 – will be ordering storage equipment this month
  - 4/4/2019 – Finalizing tape drive, storage array and NAS
- Security
  - 5/9/2019 – adding additional level of blocks on our network perimeter. Researching 2-factor authentication methods and local security policies
  - 4/4/2019 – Implementing Fortinet EMS (antivirus, malware, content filtering) server
- New server migrations
  - 5/9/2019 – New domain controller provisioned and implemented. Migrating files from current file server to new file server
  - 4/4/2019 – Great Lakes helping with migrations. Looking into GNeil alternatives.
- Dispatch/911 Project
  - 5/9/2019 – Radio system installed and operational. 911/phone and recording systems currently being installed. Awaiting CAD/RMS/JMS feedback regarding conversion and new go live date.
  - 4/4/2019 – CAD/RMS/JMS go live postponed due to conversion issues. AVTEC scheduled for 4/22. Recording scheduled for end of April. Aiphone (safe harbor) scheduled for onsite 4/9/2019
- Executime
  - 5/9/2019 – discussing implementing secure connection to JFS to allow multiple devices access to Executime
  - 4/4/2019 – Nothing additional to report
- Phones
  - 5/9/2019 – continued changes being made to both network and phone configurations to provide better service
  - 4/4/2019 – Continuing to make network changes, Ohio Telecom scheduled for onsite visit next week to troubleshoot voice quality issues
- City of Fremont
  - 5/9/2019 – confirming backups, setting up VMWare environment and migrating to new city-wide file server
  - 4/4/2019 – New file server and VM server installed. Working with utility dept., SSI, ABM and Badger to implement Beacon integration with billing.
- New Projects
  - Comm Center – setup road patrol offices - COMPLETED
  - Comm Center – replace camera system
  - Comm Center – move & setup BAC equipment - COMPLETED
  - Paging – All departments have re-programmed their pagers. Sirens currently being programmed.
  - GNeil – discuss upgrade or migrate to alternate system
  - Network changes – Move Commissioners' and Adult Probation over to their new VLANs
  - Network maintenance for Core Routers and Switch – partially complete
  - NetMotion install and configuration for all involved with CAD/JMS/RMS/MCT upgrade – INSTALLATION COMPLETED AT COUNTY AND FREMONT PD
  - Safe Harbor system setup/install at Fremont, Woodville and Gibsonburg police departments – COUNTY & FREMONT COMPLETED
  - Countryside router re-configuration - COMPLETED
  - FortiClient EMS – Testing on various PCs and Servers is underway - COMPLETED
  - Countywide IT purchasing – discussed with SHI, Dell and Microsoft. Waiting for responses.
  - Fiber connectivity – obtaining pricing to include Fremont city locations
  - Windows 10 migration – Windows 7 extended support ends 1/14/2020, need to start migrating to Windows 10
  - Documentation – hardware/software inventory along with visio diagrams
  - Voice recording system for dispatch – BEING INSTALLED 5/9/2019

- Network audit – perform penetration tests, find weaknesses, make changes as needed
- COC – setup new webserver, install new Rockware backup drive. Clyde – setup new laptop for Stacy. Woodville – setup new laptops for probation officers
- BOE – setup new bridge PC
- EMS – setup new workstations, connectivity to Wood County for MCT access – BEING INSTALLED WEEK OF 5/13
- Treasurer – replace printers, upgrade computers
- Security – install camera and chime, integrate into current camera system - COMPLETED
- Jail – replace workstations for corrections staff, setup new mugshot camera, setup property and evidence equipment
- Commissioner's – replace laptop hard drives, increase RAM and upgrade to Windows 10
- External video feeds – outside agencies would like dispatch to have ability to monitor their respective camera systems. Need to discuss who is to pay for equipment/service and who are we going to monitor.

