

The Geauga County Automatic Data Processing Board met on Monday, January 13, 2025, at 2:02 pm at 231 Main Street in the Auditor's Office via Microsoft Teams for a Special meeting. Members present: Chuck Walder, County Auditor; Andrew Haupt, County Engineer; Thomas Rowan, Chief Deputy representing Sheriff Scott A. Hildenbrand, Geauga County Sheriff; Sheila Bevington, Clerk of Courts; Michele Lane, Board of Elections; Nora McGinnis, Board of Elections Deputy Director; Caroline Mansfield, representing C.P. Hitchcock, County Treasurer; Celesta Mullins, County Recorder; Carolyn Brakey, County Commissioner; Jim Flaiz, County Prosecutor. Also present Pam McMahan, Deputy Auditor; Ron Leyde, Chief Deputy Auditor; Frank Antenucci, Chief Deputy Administrator; Allen Keener, Chief Technology Officer; Carol Benton, League of Woman Voters of Geauga; Kate Jacob, Auditor's Chief Compliance Officer; Tracy Rahimi, ADP; Zach McLeod, ADP; Katie Taylor, Engineers Administrator; Velta Moisio, Court IT; Dave Carlson, Assistant Superintendent, Geauga County Board of Developmental Disabilities; Joshua Holtz, ADP; Rob Bushman, ADP; Jeffrey Vaji, ADP; Traci Salkiewicz, Engineers.

Absent; John Urbancic MD, Geauga County Coroner and Common Pleas Court Judge.

Transition Supervisory Board Public Records Discussion

Motion: by Chuck Walder, seconded by Carolyn Brakey to appoint Karen Murphy to be the liaison between ADP and the Transition Supervisory Board.

Kate stated there is a statute that requires the receiver trustee that has been appointed by the Transition Supervisory Board who is overseeing the dissolution of Aquilla Village, to handle and review the records of the former Aquilla Village. To do that, the statute requires some interaction with the records commission. ADP has assumed all the duties by law from the former records commission, as of January 1st of last year, per resolution of the Board of County Commissioners. Kate suggested the Board appoint a representative to assist the receiver trustee in performing his duties in related to the records.

Chuck asked Frank who he would want to appoint.

Frank replied to Chuck, Karen Murphy if it doesn't have to be a Board member.

Kate responded it does not need to be a Board member.

Voice votes: 10 ayes, 2 absent, 0 abstain. Motion carried.

Regular Business

Frank welcomed new Board members Carolyn Brakey, County Commissioner and Andy Haupt, County Engineer.

Approval of Eventide Radio Recording for the Sheriff's office

Motion: by: Chuck Walder, seconded by Celesta Mullins to approve the Sheriffs recording software system update

Chief Rowan stated it's a radio communications device, that records all the radio traffic.

Chuck asked if it was cloud based, or server based.

Frank replied yes it is cloud based and currently supported.

Chuck asked if this is a 1-year agreement

Frank replied the licensing is 1 year for maintenance and support, but the hardware is until its end of life.

Carolyn asked how this is compared to the prior recording.

Frank replied the prior system came from Lake County. It is a little over 25 years old now and completely end of life and a massive vulnerability.

Chuck asked what kind of transition timeline.

Chief Rowan replied approximately 6 months.

Voice votes: 10 ayes, 2 absent, 0 abstain. Motion carried.

Massive transition to the Microsoft licensing

Frank discussed they are looking to transition from the current licensing structure they have with Microsoft to a more expensive licensing structure. ADP has a couple issues with it and are slightly out of compliance in their use of the Microsoft environment. Initially, ADP thought bringing on Microsoft it would be used for emails. They have added G5 licensing to it and expanded that environment. After having used it for 2 years now, they are using more than what was paid for. It has been a huge wake up call between the Cleveland, Columbus and Athens ransomware hits and the issues they've been dealing with, in terms of the speed of building the network back up. Preventing ransomware can certainly work but there is no way to completely stop it so they also must have the back end in terms of disaster recover backups and the speed of rebuilding the network and getting the users back with some connectivity This product called Autopilot will provide that to them. If for some reason they experience a ransomware outage, ADP would have control of machines without having to bring them into ADP. They would have full control to push out the image over the internet if those computers are connected to a power source and internet. They could shorten the time from a post ransomware hit. Frank believes they can get the network with minimum functionality back up within a matter of days. There's a big built in cost, looking at about a 40% increase over the current licensing. This is what ADP found to be the best possible solution.

Chuck stated they would require even partnered entities to comply. Frank added the entire environment would have to go this way Chuck added they must be compliant with licensing. Technically right now, they are not in full compliance.

Zack explained the main issue is compliance. They did a license review to make sure that they were complying in which they discovered they were not. Because of certain other licensing they have, there are features that are unlocked in the portal which they are not licensed for but are unlocked for their use. One of those is two factor authentication. Two factor authentication and conditional access policies must be licensed. If it is unlocked; they use it on everyone's account, but they are not currently licensed for that. That is because the O-licensing is being used. They need to switch to the M-licensing to be compliant. With the conditional access policies which they use for all types of security.

Frank added in terms of what end users would see, they would see little to no difference at all. In terms of what their budgets would see, that's where the difference would be seen.

Chuck stated Autopilot would be a new feature that they have not used but will be getting that benefit. Chuck continued as they learned with the CrowdStrike event, they had to go door to door, machine to machine, workstation to workstation to remediate that. If a similar event happened in the Microsoft environment, we would be able to remotely perform that function, correct?

Zack replied in certain circumstances. For example, if a computer received ransomware or any type of virus and they needed to remotely wipe the machine or reimage it, with the new licensing with Autopilot, they would be able to reimage the machine right where it's at. It wouldn't require the user bringing it in, reimaging it and bringing it back to the user. Currently, if there's an issue with the computer and they need to reimage it, ADP may have the computer for a week.

Chuck asked currently, you can send a remote signal to wipe a machine but not to reimage it, correct? Zack replied not to reimage it.

Frank stated they're not looking for action at this point, but they wanted to get this information out to the Board. The renewal for Microsoft is in February, so they will be looking to make this transition. Chuck added they will have to get a new price list for the next meeting. Frank replied yes assuming they go that route. Chuck stated legally, he doesn't believe they have a choice. They are not in compliance, and they must comply.

Celesta asked if this comes out of our own office budget. Chuck replied yes, if you buy a computer, you pay for the license that is attached to that computer. You are going to see a slight increase in that cost.

Carolyn asked what we are looking at as far as total cost for the county. Frank replied to her the Microsoft environment license is somewhere around \$300,000-\$400,000. Chuck stated the biggest hit departments are going to be Sheriff, Board of Commissioners then Auditor.

Jim asked if they're replacing machines Chuck replied they will have to update the license. The license is renewed annually. And any new machine will have this as well. asked when is that bill. Frank replied February. If they don't do it in February, then they are kicking it another year.

Cloud Initiative New World

Frank stated last year the team cleaned up the domain credentials for single sign on. The whole piece was done the 3rd quarter of last year. They also did the gateway, which is a secure access to the outside, and made a big transition with Tyler which went very well, to set them up for first quarter of this year to start the transition to the hosted environment. Chuck stated they are very close to a flip, but the flip will be gradual.

Chuck commented the Auditor's Office currently cuts 28,000 warrants per year. The goal is to reduce that substantially. They are dealing with attempted fraud on checks, about 5 to 10 a day. The fraud attempts are not successful, but it is a challenge with trying to maintain not to have a breach of our checks. Because you issue a check, you become a target because they can copy signatures, your format, your MICR number, all of which makes you vulnerable. The goal is to make it transparent to those who are using the system, by not knowing we are electronically transferring the payment. To make it more secure from the recipients' perspective and make the transaction more secure and quicker.

Pam has been piloting this initiative for almost a year. The good news is, there's no cost, Corepay works in conjunction with Tyler Technologies, and it will look just like the check was transmitted through New World in the form of a warrant, except the box will be checked saying electronic. They will then issue payment to the recipient; provided they signed an application. At this point, it will be voluntary.

Pam explained the first wave went out to vendors only. You do not have to opt in, a lot of people because of fraud concerns were very receptive to it. They are also waiting for the push to the cloud as there was some potential that it could break in the process, unless they waited, , so they opted to wait until they're fully on the Cloud platform. The next wave will be for employees for anyone receiving reimbursements. In the next two week there will be a link going out through New World for anyone that is currently a vendor receiving reimbursements as an employee. If they wish to sign up at that time, but it will not go live until the final push to the cloud is complete.

Executive Session

Executive session under R. C. 121.22 (G) (6) to consider details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

Motion: by Chuck Walder, seconded by Chief Rowan to go into executive session.

Voice votes: 10 ayes, 2 absent, 0 abstain. Motion carried.

Motion: by Chuck Walder, seconded by Celesta Mullins to come out of executive session.

Voice votes: 10 ayes, 2 absent, 0 abstain. Motion carried.

Motion: by Jim Flaiz, seconded by Chief Rowan to authorize the ADP staff to perform a password reset on any users or any domains that are not currently complying with the ADP password policy.

Public Comment

None

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Caroline Mansfield motioned to adjourn.

Respectfully submitted,

Charles E. Walder, Auditor
Secretary/ADP Board

Michele Lane
Board of Elections Director

Sheila Bevington
Clerk of Courts

Celesta Mullins
Geauga County Recorder

Scott Hildenbrand
Geauga County Sheriff

Nora McGinnis
Board of Elections Deputy Director

Andrew Haupt
Geauga County Engineer

Christopher Hitchcock
Geauga County Treasurer

Carolyn Brakey
Geauga County Commissioner

James R. Flaiz
Geauga County Prosecutor

John Urbancic MD
Geauga County Coroner

Common Pleas Court Judge