

The Geauga County Automatic Data Processing Board met on Monday, February 23, 2026, at 9:00 a.m. at 231 Main Street in the Appraisal Conference Room and via Microsoft Teams for a special meeting. **Members present:** Chuck Walder, County Auditor; Tyler Plants, Board of Elections Director; Scott Hildenbrand, County Sheriff; Sheila Bevington, Clerk of Courts; Jim Flaiz, County Prosecutor; Ralph Spidalieri, County Commissioner; Nora McGinnis, Board of Elections Deputy Director and Andrew Haupt, County Engineer.

Also present: Pam McMahan, Chief Operations Officer; Frank Antenucci, Chief Deputy Administrator; Velta Moio, Common Pleas IT Director; Randy Taylor, Common Pleas Magistrate; Carol Benton, League of Women Voters of Geauga; Daniel Spada, Building Department; Zach McLeod, ADP; Joe Birli, ADP; Akshay Raikar, ADP; Katelyn Cellitti, ADP; Johnathan Heiden, ADP; Tracy Rahimi, ADP; Karen Murphy, Archives and Records; Madeline Simmons, Archives and Records; Ashley Serraglio, Archives and Records and Katie Taylor, Department of Health.

Absent: John Urbancic, M.D., Geauga County Coroner; Celesta Mullins, County Recorder; C.P. Hitchcock, County Treasurer; and a Common Pleas Court Judge.

Approval of meeting minutes from December 9, 2025

Motion: by Jim Flaiz, seconded by Chuck Walder, to approve the meeting minutes from December 9, 2025.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of the ADP Equipment List from November 1, 2025 to December 31, 2025

Motion: by Chuck Walder, seconded by Sheila Bevington, to approve the November-December ADP Equipment List.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of the ADP Purchase List from November 1, 2025 to December 31, 2025

Motion: by Chuck Walder, seconded by Sheila Bevington, to approve the November-December ADP Purchase List.

Regarding the purchase of Expert IT for ChatGPT business licensing, Andrew asked how many seats this is for and what department. Frank stated that this is for 23 ADP seats.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of ZeroEyes GCOB Location

Motion: by Jim Flaiz, seconded by Sheriff Hildenbrand, to approve the GCOB ZeroEyes 1-year renewal.

Frank explained that while the Auditor has covered the cost of ZeroEyes for the Annex, Courthouse, and Opera House, ADP funds the ZeroEyes system at the GCOB, which also covers the Engineer's Office and the Dog Warden, with a total of 25 cameras across those locations. The Sheriff's Office maintains the distribution list for alert notifications. Frank noted that the County has used ZeroEyes for three years with good results and no issues.

The Sheriff added that Berkshire and Chardon have also adopted ZeroEyes, which has created conflicts within the application. Frank clarified that ZeroEyes has limited experience managing multiple sites under different contracts within the same county, which has contributed to the complications. Chuck suggested establishing a single, common contract with separate billing for each participating entity to resolve arbitration and coordination issues. It was also noted that Berkshire was the first in the County to contract with ZeroEyes, followed by the County and then the Chardon School District.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of Auditor MCCi Managed Cloud Project

Motion: by Chuck Walder, seconded by Ralph Spidalieri, to approve the Auditor MCCi Managed Cloud Project.

Chuck reported that the State has issued a mandate requiring Geauga to implement paperless conveyances by June 30, 2026. He noted that Pam has been working closely with the selected vendor, as well as with the Recorder and the Engineer, to move the project forward and ensure the county is prepared to meet the deadline. This project coupled with the Fiscal project is for the paperless process the Auditor's Office is implementing. Pam stated that Fiscal will test first with the vendor forms for new vendors and changes and then the plan is to roll out to processing purchase orders and contracts and eventually vouchers through this process. This is hosted in the cloud by the vendor.

Audio stopped at 16:52

Audio continued at 20:19

Natalie is currently working on new conveyance standards.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of Auditor MCCi Laserfiche Project

Motion: by Chuck Walder, seconded by Ralph Spidalieri, to approve the Auditor MCCi Laserfiche Project.

Pam reported that all purchase orders and bills will transition to electronic submission as part of the ongoing modernization efforts. She noted that the vouchering program is currently being built, after which it will undergo in-house testing. This system will also incorporate electronic payment processing to support the paperless workflow.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of Solid Waste Compology Waste Metering Technology

Motion: by Jim Flaiz, seconded by Chuck Walder, to approve the Solid Waste Compology Waste Metering Technology.

This is a grant-funded program that uses technology to monitor the amount of waste and when the trash cans need to be emptied.

Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Approval of Building Department's RC-2

Motion: by Jim Flaiz, seconded by Chuck Walder, to approve the Building Department's RC-2.

Karen reported that the Building Department's Retention Schedule, last updated in 2013, was reviewed and brought up to date by comparing it with recommendations from the Ohio History Connection and schedules used in surrounding counties. As part of the revisions, Building Code books were removed since they are not printed by the County, and the blueprint category was expanded to include commercial and residential properties. The media types were also updated to reflect both paper and electronic formats. Dan added that the broader goal of these updates is to gather all paper files for every commercial property to make the records more accessible and significantly easier to search.

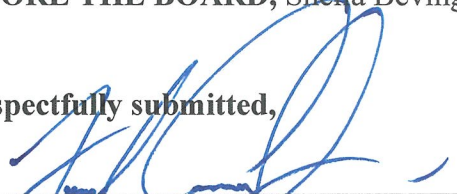
Voice votes: 8 ayes, 4 absent, 0 abstain. **Motion carried.**

Regular Business
None

Public Comment

Ralph stated that he had a great opportunity to work with Zach and thanked both Zach and his team for their professionalism and knowledge.

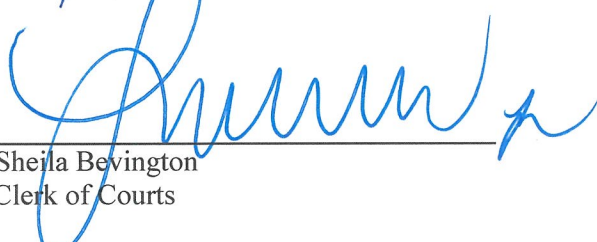
BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Sheila Bevington motioned to adjourn.

Respectfully submitted,


Charles E. Walder, Auditor
Secretary/ADP Board



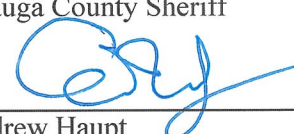
Tyler Plants
Board of Elections Director



Sheila Bevington
Clerk of Courts

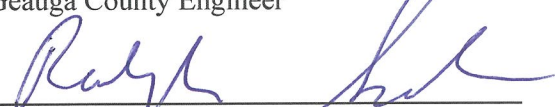
Celesta Mullins
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Scott Hildenbrand
Geauga County Sheriff


Andrew Haupt
Geauga County Engineer

Christopher Hitchcock
Geauga County Treasurer



Ralph Spidalleri
Geauga County Commissioner



James R. Flaiz
Geauga County Prosecutor

John Urbancic, M.D.
Geauga County Coroner

Common Pleas Court Judge