



Governing Board Meeting Minutes

September 21, 2017

Doug Ute brought the meeting to order at 9:01am. The following members were present to answer the roll call: Joyce Malainy (C-TEC), Matt Sheridan (Crooksville), Jill Sheridan (East Muskingum), Jeff Brown (Granville Ex Village), Karl Zarins representing Trevor Thomas (Heath), Mary Kay Andrews (Lakewood), Kevin Snyder (designee, Lancaster), Dale Lewellen (LCESC), David Hile (Licking Valley), Ruth Zitnik (Maysville), Bill Seder (Mt. Vernon), Doug Ute (Newark), Rick Jones representing Bob Jennell (Southwest Licking), Mark Neal (Tri-Valley), Chad Shawger (West Muskingum), and Chad Carson (LACA). Scott Hartley (North Fork) arrived at 9:04 am, and Scott Schmidt (Northridge) arrived at 9:09am. Also in attendance were Ben Streby (C-TEC, LACA Fiscal Agent), Trent Montgomery (Treasurer, LCESC), Jo Lynn Torbert (Treasurer, Licking Valley), and Ryan Smith (Treasurer, Tri-Valley).

Chad Shawger was welcomed to the LACA Governing Board.

18-001 It was moved by Bill Seder and seconded by Mary Kay Andrews to approve the minutes of the May 11, 2017 Governing Board meeting. A vote of approval was taken.

18-002 It was moved by Jill Sheridan and seconded by Scott Hartley to approve the minutes of the June 14, 2017 special Governing Board meeting. A vote of approval was taken.

18-003 It was moved by Matt Sheridan and seconded by Jeff Brown to approve the minutes of the August 8, 2017 special Governing Board meeting. A vote of approval was taken.

Chad Carson presented the August Financial reports and the current 5-year projection.

18-004 It was moved by Joyce Malainy and seconded by Jeff Brown to approve the FY18 financial items as presented. A vote of approval was taken.

18-005 It was moved by David Hile and seconded by Mary Kay Andrews to approve LACA's participation in the Ohio eRate Group consortium agreement with WCSR for FY18 at a cost of \$6,500. A vote of approval was taken.

Chad Carson presented LACA's proposal for cybersecurity insurance through the MCOECN group-negotiated deal. The proposed coverage options were \$1million with \$2,500 deductible for \$5,265, \$2 million with \$5,000 deductible for \$6,566, or \$3 million with \$10,000 deductible for \$7,288. There was



interest in having a representative from Arthur Gallagher and associates attend and present an overview of the agreement and how the relationship between LACA and member districts is covered or not covered by the agreement. Chad Carson will arrange this presentation at a future meeting.

18-006 It was moved by Mark Neal and seconded by Dale Lewellen for LACA to purchase Cybersecurity insurance through the MCOECN agreement with Arthur Gallagher for \$3 million worth of coverage, \$10,000 deductible, for a cost of \$7,288. A vote of approval was taken.

18-007 It was moved by Bill Seder and seconded by Jeff Brown to approve LACA's participation in the Ohio K-12 Network for FY18. A vote of approval was taken.

Chad Carson presented an overview of LACA's FY18 Continuous Improvement Plan.

18-008 It was moved by Joyce Malainy and seconded by Jill Sheridan to approve LACA's FY18 Continuous Improvement Plan. A vote of approval was taken.

Chad Carson discussed the MCOECN KnowBe4 offering briefly with the group. This is a voluntary service for Cybersecurity training that LACA has begun offering to customers starting in FY18.

18-009 It was moved by Ruth Zitnik and seconded by Scott Hartley to approve LACA offering KnowBe4 Cybersecurity Training/Tools to participating districts at a cost of \$4.25/staff member per year. A vote of approval was taken.

Chad Carson asked the group if there were changes for future governing board meetings they would like to see. It was suggested that Chad revising the agenda to follow a "consent agenda" format. Chad asked if printed materials were necessary. It was agreed by the group that supporting materials for the meetings, including financial reports, will be emailed to the group in advance of the meeting, and printed copies will not be created. Meeting agendas will be the only items printed for future meetings.

LACA forms were distributed to each district. These included LAMA Authorization forms, Vendor Data Release forms, and lists of key contacts in each district. Please review signed authorization forms to LACA, as well as reviewing the key contacts, noting any changes. LACA uses the key contact information to build distribution lists for communication with key personnel.

Discussion took place around the sunshine laws for public meetings. It was determined over the summer that the LACA Governing Board meetings meet this same requirement and must abide by sunshine law rules. Chad Carson has submitted all upcoming meeting dates to the Newark Advocate for publication.



It was noted if there are future Special board meetings the LACA Director must notify member superintendents 48 hours in advance and the newspaper 24 hours in advance.

Election of officers did not take place during FY17. This was discussed at today's meeting.

18-010 It was moved by Jill Sheridan and seconded by Joyce Malainy to keep Trevor Thomas as Chairperson and Doug Ute as Vice-Chairperson for FY18. A vote of approval was taken.

Chad Carson and Bill Seder shared details of the Software Answers/MCOECN deal both in a overview document and in discussion. Software Answers and the MCOECN have struck a deal allowing Software Answers to purchase the MCOECN's share of the Progressbook suite. This deal was endorsed by all ITC directors unanimously. There should be no noticeable effect to LACA's customers as a result of this deal.

Chad Carson discussed adoption of email domains other than LACA.ORG by districts. He wanted to make clear that districts did not HAVE to use LACA.ORG and could continue to use LACA email services but under a district specific domain name, such as their own K12.OH.US or a .ORG domain owned by the district. Many districts have moved to their own email domain, but if your district is using LACA.ORG and you want to change, please notify Chad Carson.

Chad Carson presented information on an aging Nearpoint archiving system that was in use prior to the current Barracuda system. Discussion took place around how long that archive would need to be maintained to meet the needs of the districts. Currently, that server has been "frozen" in time, with no new information being added to it since August of 2014 when the new Barracuda was installed. The main concerns are that this system may eventually become inaccessible as the server software that runs it is end-of-life by the manufacturer. The other concern was a very high cost to extract the data out of Nearpoint to another suitable medium for long-term retention. Chad Carson will do more investigation into this for discussion at a future meeting.

18-011 It was moved by Jeff Brown and seconded by Mary Kay Andrews to adjourn at 10:15am. A vote of approval was taken.