Licking Area Computer Association

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held June 12, 2014 convening at 9:05 a.m.

The following members answered present to the roll call: Jane Mitchel for Ben Streby, Tina Waska for Mike Sobul, Brad Hall, Trent Montgomery, Interim, Brenda Keller for Glenna Plaisted, Jenny Vanover for Nicholas Roberts, Lynette Telek for Judy Stahl-Reynolds, Jeff Anderson, Britt Lewis, Mindy Sturm for Rick Jones, Julie Taylor and Chad Carson for Jon Bowers.

Lew Sidwell arrived at 9:15.

Rob Ogg, Lottie Fisher, Tonya Mickley, and Ryan Smith could not attend.

Patti Stocker, Rowena Kyle, Melody Hewitt and Mary Myers were also in attendance.

14-012 It was moved by Jeff Anderson and seconded by Brad Hall to approve the minutes of the February 20, 2014 meeting. A vote of approval was taken.

Melody welcome new member districts, Johnstown and Medina.

Katie Talbert and Carlisa Holman, representatives from SERS, presented employer updates for FY15 and GASB68.

State Software

USAS Fiscal Year End and Equipment Inventory Closing

Melody and Mary reviewed the USAS and Equipment Inventory Closing process. Melody stated that she will have an Equipment Inventory closing workshop in the August/September time from.

STRS Rate Increase

Melody reminded everyone that the employee portion of STRS will be increasing to 12 % starting with any new earnings after July1st. Districts are to handle this increase the same way they did last year. It is important to be consistent.

EMIS Update

Mary gave an update on EMIS reporting. The window for the Yearend Financial reporting is now open. ODE would like every district to go ahead and submit data so they can get reports back and see if there are any accounts the district would want to change before fiscal yearend and the Financial Report Card is produced. The main Yearend Financial reporting closes August 20 and the supplemental period to report the capital assets, cash reconciliation, federal accounts data, and civil proceedings closes

September 30. Even though there are major changes in reporting for FY15, the 5 Year Forecast and Financial reporting will remain the same and on the same timelines.

Current Fiscal Projects

Requisition Approval Manager (RAM)
Chad stated that he has not had time to work on RAM. He plans to roll out the new version in time for the beginning of the FY15 school year

Employee Kiosk

The main programmer at the James Group, the company responsible for the Kiosk development, has been hired by the MCOECN full time to program for the Kiosk. While working at the James Group, he committed about 1/3 of his time to the Kiosk, but now as the full time employee of the MCOECN, he will commit 100% of his time to development and support. This should enable the project to move ahead more quickly as the James Group (time and money) will not consume resources. Bryce, the programmer, will provide additional support to the ITCs as well as dedicated programming. We anticipate that development will move more quickly once Bryce is on full time.

OnBase
 LACA will be adding North Fork to On-Base this summer. This brings the number of district using On-Base to four: West Muskingum, North Fork, Newark and Heath.

Governing Board Update

The LACA governing board approved a 5% decrease in fees for FY15 for all core services, with additional adjustments to the video and back up services. The email archiving fee increased from $4 per mailbox to $6, associated primarily with the need to purchase a new archiving solution. The board also approved entering into a contract with Horizon to install a 10 gb circuit from LACA to the state network. Mark Neal, superintendent of Tri-Valley Local Schools was elected the LACA Chairperson and Trevor Thomas, superintendent of Heath City Schools was elected as LACA Vice Chairman.

LACA still has not received about 20% of the erate reimbursement for fees for FY14. Funding requests for FY15 from USAC are being approved at a higher rate than in years past. At the service provider training, USAC stated that they are trying to increase efficiency of their funding approval process.

Unfinished Business

Upcoming Meetings and Training

No meetings have been scheduled.

Melody is planning to offer an Equipment Inventory Closing Workshop in August or September. She is also planning on offering a "New Secretary USASWeb Training" before school starts.

Tyler Munis Update
The MCOECN has ITC directors and MCOECN leadership working directly with OASBO and Tyler to determine the most cost effective implementation of Munis for schools. While preliminary pricing has been discussed, finalized licensing and implementation costs have not been shared with ITCs. It has been made clear that it will take several years to fully implement the Munis suite of products and that dual entry into state software and Munis will be required for 18 – 24 months. Regardless of who conducts the implementation and how much is paid, this timeline cannot be overcome. Tyler has many years' experience and strongly adheres to these timelines. The support model that is being discussed is that ITCs provide first level support and Tyler provides second-tier support. Jon will share additional product and pricing information as it becomes available.

New Business

Email Archiving
LACA's current email archiving software has reached its end of life. It is cost prohibitive to move all of the current archived emails to the new system. Districts are to decide how long they would like to keep their current archived emails.

Next Meeting
The next meeting will be August 14, 2014. This will be the combined Superintendent/Treasurer's Meeting.

14-013   It was moved by Brad Hall and seconded by Britt Lewis to adjourn the meeting at 11:15 a.m.

Reported by,

Melody Hewitt
Fiscal Coordinator