

Licking Area Computer Association

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee was held June 9, 2005 convening at 9:10 a.m.

The following members answered present to the roll call: Brett Griffith, Tammy Woods, Jenny Vanover, Lew Sidwell, Jack McDonald, Eugene Foust, Cathy Donahue representing Rick Jones, Max Maley, Cory Thompson, Glenna Plaisted, and Sandy Mercer. Ellen Towner arrived at 9:12 and Julie Taylor arrived at 9:15. Brad Hall and Tammy Miller could not attend. Cathy Donahue, Jenny Clifton, Zelma Craig, Melody Hewitt and Mary Knicely were also in attendance.

05-009 It was moved by Lew Sidwell and seconded Cory Thompson to approve the minutes of the February 17, 2005 meeting. A vote of approval was taken.

Sandy Mercer introduced Heather Cronbaugh, LACA's new K-12 Special Services Coordinator.

Melody Hewitt distributed Printer Maintenance Agreements, Fiscal Authority Change Forms, and the SERS Tape Authorization Form. These forms need to be returned to Melody by July 1st.

Melody reviewed the major points from the May State Software release. OHUSAS, ACCEDT, and the GAAP Subsystem were removed with this release. Problems with using the MASCNV program to convert requisitions created by USASWEB have been corrected. If you have problems with your accounts, you should run the FIXENC program. This will bring your account back into balance. A new program was added to USPS to allow districts to send their our STRSAD file this year.

Melody reviewed the fiscal year end accounting and equipment inventory closing procedures. She also demonstrated the USPSWEB, payroll on the web, program. This is in the beginning stages. The first release should be sometime this summer.

Jon Bowers presented an update on district and LACA printers. Hewlett Packard will discontinue printer maintenance for district and LACA printers by January 31, 2006. The only printer that will remain on maintenance will be C-Tec's LG10 printer. Jon is checking with HP and Danka to see if we can continue a maintenance contract. LACA has decided to print W2's and 1099 on laser forms this year using ABS. LACA will also be purchasing an HP 4350 to print these forms. ABS and Edge have agreed that LACA can install copies of their software so LACA can begin to research providing backup printing solution for districts.

05-010 Sandy presented an update on the Time Card Program. Jack McDonald moved and Lew Sidwell seconded a motion to approve the Personnel Time Card Data Needs – Request for Proposal (RFP) and post it on the web June 10, 2005, on behalf of the LACA districts with a submission deadline of August 10, 2005. A vote of approval was taken Griffith -

abstain, Woods – yes, Towner – abstain, Vanover – yes, Sidwell – yes, Taylor – yes, McDonald – yes, Foust – abstain, Jones – yes, Maley – yes, Thompson – yes, Plaisted – yes.

Jon Bowers presented an update on the HR/Personnel Software Solution. Hudson James was the preferred package of the 11 DASites. The proposal will cost \$8,000,000 the first year. It was suggested that the DASites check with SSDT to see if they would be willing to take over the project and create the software. It was decided that LACA districts would only be interested in being a part of this project if SSDT would accept the project.

Sandy presented the Governing Board update. The SLA's have been sent out. Please return them to LACA. WAN and Network fees have been removed. There was a 4% increase in fees, except for IVDL which went down by \$500. An email went out to all users regarding an email retention policy. Please clean out your email. LACA received a \$100,000 Special Education grant. LACA will be the state support site for the special education module of Progress Book (SSEM). The combined Superintendent and Treasurers meeting will be held August 12.

LACA is researching software to control workstations for support on windows based applications. We are looking at Net Meeting and Oracle Collaboration Tools. LACA will be testing this with every district this summer.

LACA creates user accounts for auditors when they audit districts. Please let LACA know when your audit is complete and the accounts can be disused.

This year's treasurer's retreat will be scheduled for either September 22/23 or 8/9. Glenna will be checking on dates and locations.

The next Fiscal Advisory Meeting will be held during the Treasurer's Retreat.

05-011 It was moved by Eugene Foust and seconded by Ellen Towner to adjourn the meeting at 10:47 a.m.

Reported by,

Melody Hewitt
Fiscal Coordinator