

## Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held May 14, 2015, convening at 9:08 am. Mark Neal, chairperson, brought the meeting to order. The following members answered present to the roll call: Joyce Malainy, Jeff Brown, Trevor Thomas, Mary Kay Andrews, Kevin Snyder (representing Steve Wigton), Nelson McCray, Eric Smith (representing Monte Bainter), Jon Burkhart (representing David Knight), Doug Ute, Scott Hartley, Richard Jones (representing Bob Jennell), Bill Harbron, Mark Neal and Jon Bowers. Ben Streby was also in attendance.

- 15-034 It was moved by Nelson McCray and seconded by Scott Hartley to approve the minutes of the March 12, 2015 meeting. A vote of approval was taken.

The May Appropriation Modifications, April financial reports and current FY15 financial projection were presented. LACA is on budget for this time of year.

- 15-035 It was moved by Joyce Malainy and seconded by Trevor Thomas to approve the FY15 financial items as presented. A vote of approval was taken.

Jon Bowers followed by presenting an updated FY16 budget reflecting the additional revenue associated with the projects proposed in the FY15 budget. He was directed to present an amended FY16 budget at the August board meeting that would reflect the service agreements that were added after the original FY16 budget was approved in March. Jon Bowers.

- 15-036 It was moved by Mary Kay Andrews and seconded by Jeff Brown to approve the electronic vote conducted on April 28th to “approve the following financial expenditures for the LACA Core Router Upgrade, new LACA service contracts and the VOIP virtualization projects”. A vote of approval was taken.

- 15-037 It was moved by Trevor Thomas and seconded by Doug Ute to approve the electronic vote conducted on April 28<sup>th</sup> to “approve the acceptance of the ODE DDoS Grant of \$53,100 to purchase the Arbor Network device and the authorization to purchase the equipment”. A vote of approval was taken.

Jon Bowers presented the proposal to authorize the LACA Executive Director to make purchases associated with fulfilling contracts that LACA secures. These costs would be fully recovered by the contract and other members would bear no cost of the purchases.

- 15-038 It was moved by Joyce Malainy and seconded by Scott Hartley to authorize LACA Executive Director to enter into service agreements and make purchases to deliver services for which LACA has executed contracts A vote of approval was taken.

Jon Bowers presented the proposal to authorize the LACA Executive Director to make purchases of hardware, software and services up to \$50,000 for LACA. He explained that this is for making improvements at LACA, not at a customer, and would be for the benefit of all LACA members.

- 15-039 It was moved by Mary Kay Andrews and seconded by Trevor Thomas to authorize LACA Executive Director to make purchases up to \$50,000 for equipment, software or services for LACA. A vote of approval was taken.

15-040 It was moved by Nelson McCray and seconded by Rich Jones approve the resolution declaring intent to participate in the OME-RESA Purchasing Cooperative for FY16 at a cost of \$75.00. A vote of approval was taken.

Jon Bowers presented the proposed contract was from another ITC which has provided technical services for its districts and Dane Gaschen from Bricker and Eckler had reviewed and amended the agreement. The FY16 LACA Service Level Agreement was presented. Noted changes included adding email services and a

15-041 It was moved by Doug Ute and seconded by Jeff Brown to approve the LACA Technical Support Services Agreement to service LACA schools. A vote of approval was taken.

Jon Bowers updated the board on the Technical Services Project. Potential candidates had been interviewed, an outstanding candidate had been identified and an offer had been made. A response was expected within the next day.

15-042 It was moved by Joyce Malainy and seconded by Scott Hartley to approve the Personnel Committee recommendations to approve Technical Services Coordinator job description, and employ an individual, to be announced, at an annual salary not to exceed \$60,000, contingent up the contracting of technical services for  $\frac{3}{4}$  of the individual's time with LACA schools. A vote of approval was taken.

15-043 It was moved by Mary Kay Andrews and seconded by Jon Burkhart to amend the proposed salary from \$60,000 to \$80,000 in the event a new candidate search were deemed necessary. A vote of approval was taken to approve the amended salary.

A vote of approval was taken to approve the amended Personnel Committee recommendations.

Jon Bowers presented the FY16 purchase service agreements.

15-044 It was moved by Nelson McCray and seconded by Trevor Thomas to approve the FY16 purchase service agreements with MCOECN, MVECA, East Central Ohio ESC and C-Tec. A vote of approval was taken.

#### Presentations

Jon Bowers spoke briefly regarding the proposed budgetary cuts to INFOhio and how schools would be impacted by the loss of electronic resources. Superintendents were assured that INFOhio staff have developed and are executing a carefully planned lobbying campaign to educate legislators and secure the necessary commitments to restore funding for INFOhio and the Ed Techs. Trish Baker presented district user statistics as well as the Beach Bags for summer reading.

Kari Snyder demonstrated the IPDP module of the Employee Kiosk in which a supervisor can run reports of staff licensure from data pulled directly from ODE. Users can view both the type of license, the grade levels for which it is relevant and as the expiration date. Supervisors also have the ability to

create report of up-coming license expirations and send notifications to users whose license will expire. This functionality can provide time and financial savings to a school. Please contact Kari Snyder [ksnyder@laca.org](mailto:ksnyder@laca.org) if you would like to learn more.

Jon Bowers explained that Geoffrey Andrews will be assuming MCOECN executive director responsibilities from Bruce Hawkins in August. MCOECN Members are excited to have Geoffrey join the organization. The proposed changes to ORC regarding ITCs remains and is expected to be approved.

A brief update on the additional StudentInformation modules DataMap, VirtualClassroom and Registration Gateway was presented. Districts may access the first two modules at no cost for the balance of this school year.

The Arbor Networks appliance purchased with the ODE DDoS grant has arrived at LACA. The installation will involve a network disruption that will be scheduled over the summer. Sufficient notification regarding the outage will be provided and conducted within our scheduled maintenance window.

Superintendents were reminded of the June 4<sup>th</sup> Strategic Planning Discussion to be held at LACA.

Kevin Snyder of Lancaster City Schools and Mary Kay Andrews both agreed to serve on the LACA Personnel Committee, replacing Jay Gault. Current Personnel Committee members are Nelson McCray, Joyce Malainy, Trevor Thomas, Mary Kay Andrews, Kevin Snyder and Mark Neal.

The proposed meeting dates for FY16 are August 13, which is the Combined Superintendent and Treasurer Meeting, October 8, December 10, 2015; and January 14, March 10 and May 12, 2016.

15-033 It was moved by Scott Hartley and seconded by Joyce Malainy to adjourn the meeting at 10:11 am. A vote of approval was taken.