



LAKE GEAUGA COMPUTER ASSOCIATION
EXECUTIVE COMMITTEE MEETING MINUTES
September 29, 2021 10:00 A.M.

Members of the Lake Geauga Computer Association Executive Committee met on September 29, 2021 at 10:00 a.m. at the Auburn Career Technology Learning Center via remote zoom:

Members present: Beth McCaffrey, Gary Platko, Angela Smith, Mike Vaccariello, Chad VanArnhem, Jennifer Felker and Greg Slemons.

Also present: Brian Ruffner and Kim Atwell

MOTION 16-2021

Angela Smith moved and Mike Vaccariello seconded the motion to start the meeting at 10:01 a.m.

Vote: Unanimous approval. Motion carried.

The Pledge of Allegiance was recited.

John Stoddard joined the meeting at 10:02 a.m.

Mike Vaccariello questioned the motion to amend the Bylaws to allow for virtual Committee Meetings needed to be addressed at the beginning of the meeting.

Deb Burke joined the meeting at 10:03 a.m.

Jennifer Felker replied that the Attorney stated the Committee only needs to move upon during this meeting.

Jennifer Felker discussed the following from the Finance Committee Meeting:

1. Concerns of the Committee
2. Determination to table fee proposal
3. Future recommendations to come from the Committee

Jennifer Penczarski joined the meeting at 10:11 a.m.

Greg Slemons reviewed and discussed the FY21 Financial Reports.

MOTION 17-2021

Mike Vaccariello moved and Angela Smith seconded the motion to approve the FY21 Financial Reports.

Vote: Unanimous approval. Motion carried.

Nancy Santilli joined the meeting at 10:17 a.m.

Greg Slemons reviewed and discussed the following:

1. FY22 appropriations in the amount of \$3 million
2. Potential impact of increase in fees

MOTION 18-2021

Chad VanArnhem moved and Gary Platko seconded the motion to approve FY22 Appropriations in the amount of \$3 million.

Vote: Unanimous approval. Motion carried.

Michele Mills joined the meeting at 10:24 a.m.

Jennifer Felker discussed Lead Liaison job descriptions for EMIS, Fiscal and Student Support.

MOTION 19-2021

Angela Smith moved and Gary Platko seconded the motion to approve the Lead Liaison job descriptions for EMIS, Fiscal and Student Support.

Vote: Unanimous approval. Motion carried.

Jennifer Felker discussed the following:

1. Resignation of Kim Atwell, Director of Operations
2. Kathy Reynolds to Lead EMIS Liaison in the amount of \$58,000 for FY22

MOTION 20-2021

Nancy Santilli moved and Gary Platko seconded the motion to approve the resignation of Kim Atwell, Director of Operations, and a salary adjustment for Kathy Reynolds to the Lead EMIS Liaison in the amount of \$58,000 for FY22.

Vote: Unanimous approval. Motion carried.

Jennifer Felker discussed new hires in the positions of Student Support Liaison and the position of Operations Manager.

MOTION 21-2021

Nancy Santilli moved and Mike Vaccariello seconded the motion to approve the hire of Lisa Olsen in the position of Student Support Liaison with a salary of \$37,000 a year.

Vote: Unanimous approval. Motion carried.

Jennifer Felker discussed the results of the Personnel Committee meeting regarding the Operations Manager position and the determination to post the position for two weeks.

Committee members expressed concern regarding the timeline of events and desire to receive advance notification regarding the loss of a key position within the organization.

Jennifer Felker took the Committee Member concerns under advisement and provided a Strategic Plan update.

MOTION 22-2021

Nancy Santilli moved and Chad VanArnhem seconded the motion to approve the June 14, 2021 meeting minutes.

Vote: Unanimous approval. Motion carried.

MOTION 23-2021

Nancy Santilli moved and Mike Vaccariello seconded the motion to approve an amendment to the Bylaws to allow for Committee Meetings to be held virtually effective September 29, 2021.

Vote: Unanimous approval. Motion carried.

Jeremy Hunter joined the meeting at 10:59 a.m.

Brian Ruffner discussed the following:

1. Cybersecurity
2. Testing of DUO
3. LastPass for password management
4. Oarnet
5. Two-factor Authentication

Kim Atwell discussed the following:

1. Fiscal Team testing Classic Access
2. Proper use of Calendars in USPS-R
3. Preparing for EIS Migrations
4. EMIS and New Funding Changes
5. Meta Cross Check

Jeremy Hunter discussed the following:

1. Remind and best pricing in the state
2. Added Mayfield Schools for Media Services
3. Awarded grants for RemotEDx

Future meeting schedules:

Executive Committee

Mid October

December 10, 2021 at 11:00 a.m.

June 10, 2022 at 11:00 a.m.

General Assembly

December 10, 2021 at 12:00 p.m.

June 10, 2022 at 12:00 p.m.

MOTION 24-2021

Nancy Santilli moved and Angela Smith seconded the motion to adjourn the meeting at 11:14 a.m.

Vote: Unanimous approval. Motion carried.