

Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/Chief Administrator

*Cheryl Brooks Sullivan ♦ Chris Brown ♦ Daniel J. O'Connor, Jr
John O'Grady ♦ Maryellen O'Shaughnessy ♦ Antone White ♦ David R. Payne*

To: The Honorable Michael Stinziano, Secretary/Administrator
Franklin County Data Processing Board

From: Adam Frumkin, Chief Information Officer
Franklin County Data Center

Date: July 02, 2025

Subject: Agenda for Monday, July 7, 2025, Data Processing Board Meeting

The proposed agenda for the Monday, July 7, 2025, Franklin County Automatic Data Processing Board meeting is attached for your review. The meeting will be held in the Olympus Room (FCDC Auditorium) on the 9th floor of the Franklin County Courthouse, 373 S. High Street, Columbus, Ohio 43215.

The Board will reconvene in a Regular Session at 9:00 A.M.
AN AGENDA WILL BE PROVIDED TO YOU AT THE MEETING.

Cc: The Honorable Cheryl Brooks Sullivan, Member, Franklin County Treasurer
The Honorable Chris Brown, Member, Franklin County Court of Common Pleas
The Honorable Daniel J. O'Connor Jr., Member, Franklin County Recorder
The Honorable John O'Grady, Member, Franklin County Board of Commissioners
The Honorable Maryellen O'Shaughnessy, Member, Franklin County Clerk of Courts
The Honorable Antone White, Member, Franklin County Board of Elections
Mr. David R. Payne, Member, Franklin County Board of Elections

Jo Ellen Cline, Delegate, Franklin County Auditor
Gary Dwyer, Delegate, Franklin County Auditor
Shawn Dunlavy, Delegate, Franklin County Auditor
Jennifer Goodman, Delegate, Franklin County Common Pleas Court
Andrew Byerly, Delegate, Franklin County Common Pleas Court
Adam Luckhaupt, Delegate, Franklin County Clerk of Courts
Sharlene Chance, Delegate, Franklin County Clerk of Courts
Angela Mathews, Delegate, Franklin County Clerk of Courts
Zak Talarek, Delegate, Franklin County Board of Commissioners
Juan Torres, Delegate, Franklin County Board of Commissioners
C. Chris Cupples, Delegate, Franklin County Recorder
Robert Hinton, Delegate, Franklin County Recorder
Dusten Kohlhorst, Delegate, Franklin County Treasurer
Orvell Johns, Delegate, Franklin County Treasurer
Victoria Troy, Delegate, Franklin County Treasurer
Steven Bulen, Delegate, Franklin County Board of Elections
Erin M. Gibbons, Delegate, Franklin County Board of Elections
Jeff Gatwood, Delegate, Franklin County Board of Elections

AGENDA-Automatic Data Processing Board Meeting, July 07, 2025

9:00 A.M. Convene in Regular Session

- **Call to Order**
- **Pledge of Allegiance**
- **Secretary's Comments**
- **Approve or amend the Minutes of June 02, 2025, Regular Data Board Meeting**
- **New Business**

— **Resolution No. 25-057 Franklin County – Technology Equipment Salvage**

— **Resolution No. 25-058 Franklin County Engineer's Office – Master Service Agreement**

Motion to Hold an Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Pursuant to Ohio Revised Code Section 121.22 (G)(1),

And to confer with the Franklin County Prosecutor's Office concerning pending or imminent litigation

Pursuant to Ohio Revised Code Section 121.22 (G)(3),

And, to consider details relative to the security arrangements and emergency response protocols for a public body or public office if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

Pursuant to Ohio Revised Code Section 121.22 (G)(6) t

As authorized by O. R. C. Section 121.22, Division (G)(1), (3), and (6).

- **Second, the Motion to Hold an Executive Session**
Roll call vote (requires a majority of the quorum)
- **Executive Session**
 - Resolution No. 25-053 Personnel Action – Backfill – Partner Communications Manager
 - Resolution No. 25-059 Personnel Action – Backfill – Chief Information Security Officer

Reconvene in Regular Session

- **Motion to Adjourn the Executive Session**
Roll call vote (requires a majority of the quorum)

— Resolution No. 25-053 Personnel Action – Backfill – Partner Communications Manager

— Resolution No. 25-059 Personnel Action – Backfill – Chief Information Security Officer


Other Business

Adjourn

FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

Minutes of the June 02, 2025, Regular Board Meeting

Date Approved: July 07, 2025

 (sec)

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Chris Brown, Member
Judge, Franklin County Court of Common Pleas




Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

 for JOG

John O'Grady, Member
Franklin County Commissioner




Daniel J. O'Connor Jr., Member
Franklin County Recorder

 / CBS

Cheryl Brooks Sullivan, Member
Franklin County Treasurer



Antone White, Member
Director, Franklin County Board of Elections



David Payne, Member
Deputy Director, Franklin County Board of Elections

Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/ Chief Administrator

Cheryl Brooks Sullivan • Chris Brown • Daniel O'Connor, Jr

John O'Grady • Maryellen O'Shaughnessy • Antone White • David Payne

373 S. High Street, FCDC Olympus, 9th Floor, Columbus, Ohio

6/02/2025

Board Members present:

The Honorable Michael Stinziano, Franklin County Auditor
Franklin County Court of Common Pleas, Chris Brown
Franklin County Clerk of Courts, Angela Matthews - Delegate
Franklin County Board of Commissioners, Juan Torres - Delegate
Franklin County Recorder, Chris Cupples - Delegate
Franklin County Treasurer, Dusten Kohlhorst - Delegate
Franklin County Board of Elections, Antone White
Franklin County Board of Elections, Steve Bulen - Delegate

Also Present:

Adam Frumkin, FCDC Chief Information Officer
Kara Cruikshank, FCDC Chief of Staff
Julie Lust, FCDC Chief Financial Officer
Kassy Franz, FCDC Chief People Officer
Jeanine Hummer, First Assistant Prosecuting Attorney and Chief Counsel
Mary Ann Brooks, FCDC Executive Administrative Assistant
Trevor Cansler, FCDC Chief Technology Officer
Nikki Milburn, FCDC Chief Information Security Officer
John Proffitt, FCDC Chief Digital Officer

9:00 A.M. Convene in Regular Session

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Secretary's Comments**
- IV. Approval of Minutes of 05/05/2025, Regular Data Board Meeting**

Michael Stinziano asked for a motion to approve the following meeting minutes. Chris Brown moved to approve the meeting minutes; C. Chris Cupples seconded; motion carried. A voice vote was taken, and the following board members voted to approve the minutes: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

- V. New Business**

Resolution No. 25-049 Franklin County - Technology Equipment Salvage.

Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution; C. Chris Cupples seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael

Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/ Chief Administrator

Cheryl Brooks Sullivan • Chris Brown • Daniel O'Connor, Jr

John O'Grady • Maryellen O'Shaughnessy • Antone White • David Payne

373 S. High Street, FCDC Olympus, 9th Floor, Columbus, Ohio

6/02/2025

Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Resolution No. 25-050 Franklin County Data Center - Network Expansion June 2025.

Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution; Angela Mathews seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Resolution No. 25-051 Franklin County Sheriff's Office - 911 Intrado Phone

System. Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution; Antone White seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Resolution No. 25-052 Franklin County Economic Development and Planning - Master Service Agreement.

Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution; C. Chris Cupples seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen. The following abstained from Voting: Juan Torres.

VI. Motion to Hold an Executive Session for the purpose of discussing Personnel Matters.

Michael Stinziano asked for a motion to move into executive session. Motion to Hold an Executive Session for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Pursuant to Ohio Revised Code Section 121.22 (G)(1), C. Chris Cupples moved to approve the motion; Chris Brown seconded; motion carried. Roll call was taken, and the following board members approved the move into executive session: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/ Chief Administrator

Cheryl Brooks Sullivan • Chris Brown • Daniel O'Connor, Jr

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Board Members entered the executive session at 9:27 and returned to finish the open meeting at 9:55.

No votes were taken during the executive session. A roll call was taken to reconvene. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

VII. Personnel Matters

Resolution No. 25-053 – Personnel Action – New Hire – Communication Officer

Michael Stinziano asked for a motion to approve the resolution.

Chris Brown motioned to postpone resolution 25-053 until next month. C. Chris Cupples seconded the motion. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Resolution No. 25-054 - Personnel Action - Promotion - Partner Experience Manager 2

Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution. Antone White seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Resolution No. 25-055 - Personnel Action - Promotion - Enterprise Security Engineer 2

Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution. C. Chris Cupples seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Resolution No. 25-056 - Personnel Action - Pay Increase - Deputy Chief of Staff

Michael Stinziano asked for a motion to approve the resolution. Chris Brown moved to approve the resolution. Angela Mathews seconded; motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Michael Stinziano, Chris Brown, Angela Mathews, Juan Torres, C. Chris Cupples, Dusten Kohlhorst, Antone White, and Steven Bulen.

Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/ Chief Administrator

Cheryl Brooks Sullivan • Chris Brown • Daniel O'Connor, Jr

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373 S. High Street, FCDC Olympus, 9th Floor, Columbus, Ohio

6/02/2025

VIII. Other Business

IX. Adjourn


The meeting was adjourned at 10:00 AM

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY
TECHNOLOGY EQUIPMENT SALVAGE

Voting Aye thereon

Voting Nay thereon


Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor


Chris Brown, Member
Judge, Franklin County Court of Common Pleas

Chris Brown, Member
Judge, Franklin County Court of Common Pleas


Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts


Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts


John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner


Daniel O'Connor, Member
Franklin County Recorder


Daniel O'Connor, Member
Franklin County Recorder


Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer


Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections


David Payne, Member
Deputy Director, Franklin County Board of Elections

David Payne, Member
Deputy Director, Franklin County Board of Elections

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY
TECHNOLOGY EQUIPMENT SALVAGE**

WHEREAS, it has been determined that certain County technology equipment is obsolete and unfit for Franklin County use; and,

WHEREAS, the Franklin County Data Center Chief Information Officer recommends this equipment be declared surplus for the purpose of public sale or disposal per the County Property Policy; and,

WHEREAS, a list of the equipment is attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board recommends the Franklin County Board of County Commissioners, in accordance with Ohio Revised Code Section §307.12, and Franklin County Board of Commissioners Resolution 0276-24, that the equipment specified in the attached list be placed for public sale or disposal per the County Property Policy.



Franklin County Automatic Data Processing Board
Technical Equipment Salvage Resolution
Resolution #: 25-057
Date: 7/07/2025

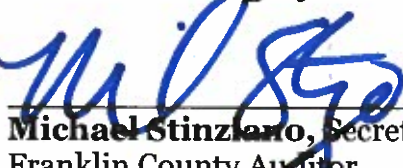
Agency	Description	Number of Units
Auditor	Docking Station	7
Court of Appeals	Desktop PC	6
Court of Appeals	Laptop PC	4
Court of Appeals	Tablet PC	3
Court of Appeals	Monitor	1
Court of Appeals	Printer	3
Domestic Relations & Juvenile Court	Desktop PC	12
Domestic Relations & Juvenile Court	Docking Station	20
Domestic Relations & Juvenile Court	Monitor	56
Domestic Relations & Juvenile Court	Printer	9
Domestic Relations & Juvenile Court	Switch	4
Economic Development & Planning	Laptop PC	5
Economic Development & Planning	Monitor	7
Board of Developmental Disabilities	Desktop PC	2
Board of Developmental Disabilities	Laptop PC	1
Board of Developmental Disabilities	Docking Station	11
Board of Developmental Disabilities	Monitor	49
Board of Developmental Disabilities	Phone	38
Board of Developmental Disabilities	Printer	1
Board of Developmental Disabilities	Hot Spot	1
Children Services	Finisher	2
Children Services	Printer	56
Data Center	Desktop PC	9
Data Center	Laptop PC	14
Data Center	Docking Station	10
Data Center	Monitor	9
Justice Policy & Programs	Desktop PC	3
Justice Policy & Programs	Laptop PC	6

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
TECHNOLOGY MASTER SERVICE AGREEMENT
FRANKLIN COUNTY ENGINEER'S OFFICE


Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Chris Brown, Member
Judge, Franklin County Court of Common Pleas

Chris Brown, Member
Judge, Franklin County Court of Common Pleas



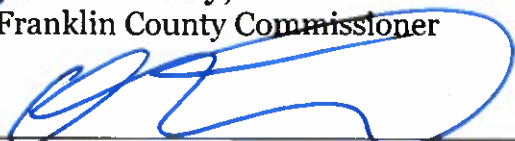
Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



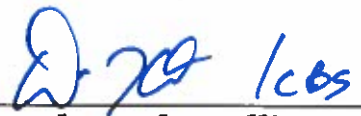
John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner



Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder



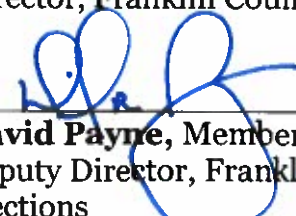
Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer



Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections



David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Elections

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
TECHNOLOGY MASTER SERVICE AGREEMENT
FRANKLIN COUNTY ENGINEER'S OFFICE**

WHEREAS, in accordance with Ohio Revised Code Section §307.84, the Franklin County Automatic Data Processing Board may authorize, in writing, any County office to purchase, lease, operate, or contract for the use of any automatic or electronic data processing or record-keeping equipment, software, or service; and,

WHEREAS, Franklin County Data Center submits this Technology Master Service Agreement (MSA) to the Automatic Data Processing Board for approval; and,

WHEREAS, the Data Center Chief Information Officer recommends approval of this MSA; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board approves this MSA.

Information Technology

2025 Master Service Agreement



Between the:
Franklin County Data Center
and
Franklin County Engineer's Office

1.0 Master Service Agreement Overview

This is a Master Service Agreement (MSA) between the Franklin County Data Center (FCDC) and the Engineer's Office (ENGR). The MSA is intended to be the policies and procedures for FCDC and other partner agencies, boards, or offices utilizing services. **This document is not a contract.** However, ENGR is expected to comply with the policies and procedures if services are used.

This MSA is in effect as the date the Automatic Data Processing Board approves and signs the associated resolution and will remain in effect indefinitely. Either party can initiate modifications, changes, or termination of this agreement at any time.

2.0 Contact Information and Authorizations

2.1 Franklin County Data Center

Partner Experience

Partner Experience Manager, Sean O'Donnell:

(614) 525-2237

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: sean.odonnell@franklincountyohio.gov

Team E-mail: FCDC-PX@franklincountyohio.gov

Partner Services Manager, Melissa Peoples:

(614) 525-5691

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: melissa.peoples@franklincountyohio.gov

Team E-mail: FCDC-PX@franklincountyohio.gov

Chief People Officer, Kassy Franz:

(614) 525-7529

373 S. High Street, 9th Floor

Columbus, Ohio 43215

E-mail: klfranz@franklincountyohio.gov

Team E-mail: FCDC-PX@franklincountyohio.gov

Financial Services

Chief Financial Officer, Julie Lust:

(614) 525-5826

373 S. High Street, 9th Floor
Columbus, Ohio 43215
E-mail: jalust@franklincountyohio.gov
Team E-mail: fcdfinancialservices@franklincountyohio.gov

Help Desk

Enterprise Support Manager, Chase McDaries
(614) 525-DATA (3282)
373 S. High Street, 8th Floor
Columbus, Ohio 43215
E-mail: chase.mcdaries@franklincountyohio.gov
Team E-mail: helpdesk@franklincountyohio.gov
Service Management Portal: helpdesk.franklincountyohio.gov

2.2 Franklin County Engineer's Office

General Information

970 Dublin Road
Columbus, OH 43215
(614) 525-3030

Administration

Franklin County Engineer, Adam W. Fowler
E-mail: afowler@franklincountyengineer.org
(614) 525-3030

Information Technology

IT Director, Val Eskin
(614) 525-2463
E-mail: veskin@franklincountyengineer.org

2.3 Contact Groups

Information Technology Contact (IT Contact): E-mail and Everbridge communications from FCDC will go to the following list of people. Communications may include information on scheduled maintenance, outage alerts, general information, etc. IT contacts will always have the Partner Agency lead (elected official, chief of staff, director, etc.).

Service Management (Service): Individuals are granted entitlements to view Service Management ticket details. <https://helpdesk.franklincountyohio.gov>

Procurement Requestors (Procurement): Individuals who are authorized to submit procurement requests via the FCDC Procurement system: <https://link.franklincountyohio.gov>

Security Access Authorization Contact (Security): Individuals who are authorized to make user management requests via the FCDC Security Form: <https://securityrequest.co.franklin.oh.us>

Billing Management (Invoices): Individuals who are authorized to discuss invoices and make decisions for monthly IT resources and any hardware purchases

Website Coordinators (Website): Individuals authorized to make requests to FCDC regarding website content.

Name	E-Mail	IT Contact	Service	Procurement	Security	Billing	Website
Val Eskin	veskin@franklincountyengineer.org	X	X	X	X	X	
Nick Naumenko	nnaumenko@franklincountyengineer.org	X					
Emily Smith	esmith@franklincountyengineer.org	X	X	X	X	X	

Note: IT Contacts may work with their PXM to modify the individuals on any list at any point.

3.0 Core Services

Key:

Partner = Partner utilizes this service and provides primary support

FCDC = FCDC provides primary support

Shared = Combination support between the Partner and FCDC

N/A = Does not currently utilize the service from FCDC

Application Development and Enterprise Tools	Support	Notes
Graphic Design	N/A	
Mobile Application Development	N/A	
Web Development and Content Management	N/A	

Data Analytics	Support	Notes
Data / Process Analysis	N/A	
Reporting (Interactive/Operational)	N/A	

Engineering Services (IT for IT Departments)	Support	Notes
Partner Agency IT Staff access to support IT Services	N/A	

Enterprise Infrastructure	Support	Notes
Data Backup Solutions	N/A	
Data Storage	N/A	
Hi-Availability (HA) Environment	N/A	
Server Virtualization and Hosting	N/A	
SQL Database	N/A	

Enterprise Network	Support	Notes
Communications & Collaboration	Shared	
Internet, Firewall, and VPN Services	Shared	The ENGR Tax Map office uses FCDOM1 to connect to ENGR resources at Dublin Rd.
Wide Area Network (WAN) Connectivity	N/A	
Wired Network Connectivity	N/A	
Wireless (Wi-Fi) Network Connectivity	N/A	

Enterprise Offerings	Support	Notes
Adobe Licensing	Partner	ENGR leverages their own agreement with Adobe.
Adobe Pro	N/A	
Adobe Creative Cloud	N/A	
DocuSign	FCDC	ENGR leverages the FCDC enterprise licensing for DocuSign. FCDC is responsible for maintaining the relationship with the Vendor. ENGR trains and maintains the templates, forms, and updates within DocuSign for staff. ENGR forms being utilized within DocuSign: <ul style="list-style-type: none"> • Uses it to send out plans for Capital Improvement Projects, private site development improvements, and studies and agreements associated with those projects.
Everbridge	Partner	EMA owns and administers the Everbridge Platform. The ENGR is responsible for maintaining staff information/access and using this product for their office as needed
Geographic Information Systems (GIS)	Partner	ENGR works directly with AUDR GIS to utilize the GIS system
Intellivue Document Imaging Solution	N/A	
JIRA	N/A	
Microsoft 365	N/A	
Dynamics	N/A	
SharePoint	N/A	
Enterprise ERP (MUNIS)	Partner	The Franklin County Auditor's Office is responsible for the application. FCDC collects Enterprise ERP charges from ENGR at the direction of the Board of Commissioners' OMB Office
OnBase Information Platform	N/A	
Visual Studio	N/A	
SurveyMonkey	N/A	
Virtual Conference Room	N/A	
Microsoft Teams Room Licensing	N/A	
Lifesize	N/A	
Visio	N/A	
Zoom	N/A	

Enterprise Support	Support	Notes
Centralized Help Desk and Call Center	N/A	
Hardware Salvage	Partner	ENGR leverages their own salvage solution, they report salvage to the Auditor's office and then dispose of it.

Remote and On-Site Support	FCDC	ENGR leverages FCDC remote and on-site support. Support Requests should be submitted by placing a JIRA ticket
User Device Management and Imaging	N/A	

iSeries Administration and Development	Support	Notes
iSeries Infrastructure Support	N/A	

Leadership and Strategy	Support	Notes
Disaster Recovery and Continuity Planning	N/A	
PFM and IT Coordination	N/A	
Strategic Technology Planning	N/A	
vCIO (Virtual CIO)	N/A	

Procurement and Legal Contracts	Support	Notes
Assistance with Legal Contracts and RFPs	Shared	FCDC is responsible for reviewing IT legal contracts and RFPs for ENGR. FCDC will work with the ENGR, the Prosecutor's Office, and Purchasing for all contracts and RFPs
IT Budget Planning	Shared	FCDC will work with OMB to review the ENGR IT Budget
IT Procurement Assistance	Shared	
Vendor and Licensing Management	Shared	FCDC and ENGR will work in partnership to manage vendor and licensing.

Security	Support	Notes
Anti-Virus	N/A	
Assistance with Security Audits	N/A	
Cyber Security Insurance Policy Compliance	N/A	
Mobile Device Management (MDM)	N/A	
Multifactor Authentication (MFA) and Single Sign-On (SSO)	N/A	
Security Incident Support	N/A	
Security Training and Consultation	N/A	
Web Filtering	N/A	

4.0 Special Support Services

- The Franklin County Engineers office is a self-managed agency that does not rely on Data Center for enhanced specialty services. FCDC actively partners with the Engineers office as requested for new initiatives and larger efforts.

5.0 Budgeting and Service Charges

5.1 IT Budgets

Annually FCDC partners with the Franklin County Office of Management & Budget (OMB) to review and provide input for Partner Agency IT Budgets. OMB requires Partner Agencies to use the Budget Formulation and Management (BFM) application to submit budgeting requests. OMB provides the primary support for BFM.

When reviewing IT budgets, FCDC looks for fiscal/support opportunities through shared or enterprise efforts, elimination of duplicate technologies, opportunities for standardization, security risks, etc. FCDC expects Partner Agencies to provide detailed information (business need and justification) regarding their budget request. Detailed information assists in the review process. FCDC may still reach out to the partners to obtain more information to make recommendations to OMB. FCDC can assist Partner Agencies with IT Budget planning.

Typical Annual Budget Schedule:

- **February – April:** Identify potential IT Plans and engage with FCDC and vendors to define the request and obtain cost information.
- **May:** Prepare Budget documentation
- **June:** Submit IT Budget Plan for FCDC review through BFM
- **July – October:** OMB review and budget hearings are scheduled
- **December:** OMB Budget Approval & Submission of Recurring Costs Budget to FCDC for a January Data Board approval. Partners may submit their baseline in December if desired and available.

5.2 FCDC IT Procurement Policy

The Data Center provides procurement governance for technology items on behalf of the Automatic Data Processing Board. Partner Agencies are required to submit all technology procurements to FCDC for a technical review, security review, and fiscal review to obtain Data Board approval for purchase. The FCDC Technology Procurement and Implementation Policy outlines the details of this process and what is included. If you need a copy of the policy or have questions, please discuss them with a Partner Experience Manager.

5.3 Chargeback allocations

5.3.1 Rates: FCDC Core Service allocation is calculated annually using a third-party accounting firm (DMG-MAXIMUS, Inc.) specializing in federal, state, and county rate studies. Annual Core Service cost will be communicated upon completion of the county-wide cost allocation plan. These rates are used to calculate the costs charged to billable partner agencies.

5.3.2 Annual Journal Entry for Core Services: FCDC bills partners denoted as ‘billable’ on behalf of the Commissioners and at the direction of OMB. FCDC will process reimbursement journal entries annually in January based on the calculation in 5.3.1. Partners will receive a memo two weeks before the journal entry is submitted.

5.3.3 Annual Journal Entry for Partner Licensing: FCDC oversees the licensing of several software solutions/tools utilized by our partner agencies (i.e., Adobe, Microsoft 365, Zoom). FCDC will process reimbursement journal entries annually in January for the budgeted cost of this licensing. If a partner is using more licensing than budgeted, FCDC will work with the partner to determine

if the quantity of licenses can be decreased. If not, the difference will be charged back via journal entry in April.

5.3.4 Reimbursements for technology purchased on Partner Agency's behalf: To assist partner agencies in the efficient procurement of technology, the FCDC maintains open purchase orders and can process same-day or next-day orders with vendors. Quarterly, FCDC will provide a summary of all procurements and process reimbursement journal entries. Each month following the close of a quarter, partners will receive a memo of charges mid-month, and the journal entry will be processed at the end of the month. FCDC will work closely with partners for the timing of Q4 reimbursement journal entries.

5.3.5 Reimbursements for Project Services: When FCDC works with partner agencies on specific projects, those projects will include a specific scope of work and a detailed cost estimate. At the completion and signoff of a project, FCDC will process a reimbursement journal entry for the amount of the cost estimate and any associated project change orders. During the project kickoff meeting, FCDC will work with partners to determine if the chargeback needs to be processed differently (i.e., multi-year projects, to meet certain funding requirements, etc.)

Memorandums will be sent for review to:

Franklin County Engineer's Office

ATTENTION: Val Eskin

970 Dublin Road

Columbus, OH 43215

Franklin County Engineer's Office

veskin@franklincountyengineer.org

5.3.6 Billing questions or disputes can be directed as follows:

#	Who	Phone	E-mail
1	Financial Services	N/A	fcdcfinancialservices@franklincountyohio.gov
2	Partner Experience Manager, Sean O'Donnell	(614) 525-2237	sean.odonnell@franklincountyohio.gov
3	Enterprise Financial Services Manager, Renea Ruple	(614) 525-7392	renea.ruple@franklincountyohio.gov
4	Chief Financial Officer, Julie Lust	(614) 525-5826	jalust@franklincountyohio.gov
5	Chief Information Officer, Adam Frumkin	(614) 525-3006	adam.frumkin@franklincountyohio.gov

6.0 Terms and Conditions

6.1 Normal Business Hours

FCDC defines normal business hours as Monday through Friday, between 8:00 AM EST and 5:00 PM EST. This excludes holidays, a county government shutdown, and weekends.

6.2 After-hours and Emergencies

FCDC has staff on-call 24/7 and can be reached by the Help Desk phone number: (614) 525-3282. The on-call staff member will assess and handle the issues based on their criticality and needs.

6.3 Requests

FCDC strives to be a good partner and provide exceptional service; several entry points exist to access FCDC services. See below:

Incidents:

E-mail: helpdesk@franklincountyohio.gov

Phone: (614) 525-3282 (DATA)

Service Desk Portal: <https://helpdesk.franklincountyohio.gov>

General requests and questions:

E-mail: FCDC-PX@franklincountyohio.gov

Procurement System: <https://link.franklincountyohio.gov>

Note: The Data Center provides procurement governance for technology items on behalf of the Automatic Data Processing Board. Partners Agencies must submit all IT procurements to FCDC for a Technical Review, Security Review, and Fiscal Review to obtain approval for purchase. Please see FCDC's Technology Procurement and Implementation Policy or discuss it with a Partner Experience Manager for more information.

6.4 Escalation/Expedition Pathway

If a partner is not receiving service in a timely or proper manner, Partners may use the following escalation path until a resolution is achieved:

#	Who	Phone	E-mail
1	Help Desk	(614) 525-3282	helpdesk@franklincountyohio.gov
2	Partner Experience Manager, Sean O'Donnell	(614) 525-2237	sean.odonnell@franklincountyohio.gov
3	Enterprise Partner Service Manager, Melissa Peoples	(614) 525-5691	melissa.peoples@franklincountyohio.gov
4	Chief People Officer, Kassy Franz	(614) 525-7529	klfranz@franklincountyohio.gov
5	Chief Information Officer, Adam Frumkin	(614) 525-3006	adam.frumkin@franklincountyohio.gov

6.5 Service Prioritization

FCDC follows a Service Prioritization Method by assessing the situation for specific criteria, identifying the corresponding priority, and acting accordingly. The Help Desk prioritizes issues/requests by urgency and impact to ensure appropriate response time. The FCDC prioritization outline is below:

Priority	Criteria	Response
Priority 5 (LOWEST) Standard Service Request	<ul style="list-style-type: none">• There is no negative impact on the business or services.• Standard, repeatable requests (e.g., user management)• Low-effort maintenance or enhancement requests• A method for taking larger requests that may turn into a project but require additional information and understanding	<ul style="list-style-type: none">• FCDC Staff member will be assigned and contact the requestor as an acknowledgment of the request• FCDC will work with the requestor to establish an agreed service delivery schedule or next steps
Priority 4 (LOW) Minimal or No Business Impact	<ul style="list-style-type: none">• Minimal impact on business or service	<ul style="list-style-type: none">• FCDC Technician will be assigned and will strive to contact the reporting

	<ul style="list-style-type: none"> • No production or individual end-user is affected • The business has an alternative approach until a fix/promotion can be established and/or can be deferred until an acceptable maintenance window can be established for resolution 	<ul style="list-style-type: none"> • user within a business day of ticket assignment • FCDC will attempt to resolve this within 40 normal business hours • FCDC will communicate with the reporting user until resolved
Priority 3 (MEDIUM) Minor Business Impact	<ul style="list-style-type: none"> • There is a degradation to a business service but not a work stoppage • The service component or procedure is NOT critical to customer business functions • The business has an alternative approach until it is resolved 	<ul style="list-style-type: none"> • FCDC Technician will be assigned and will strive to contact the reporting user within four (4) normal business hours of ticket assignment • FCDC will attempt to resolve this within 24 normal business hours • FCDC will communicate with the reporting user until resolved
Priority 2 (HIGH) Major Business Impact	<ul style="list-style-type: none"> • A business service component, procedure, or application is unusable, or service degradation is very high • The business service is isolated to one (1) Partner Agency • Business service delivery is critically impacted • The business is unable to use an alternative approach to deliver service • A moderate security threat has been identified 	<ul style="list-style-type: none"> • FCDC Technician will be assigned and will strive to contact the reporting user within one (1) hour of ticket assignment during normal business hours • If after hours, an FCDC technician will be dispatched and will strive to contact the reporting user within two (2) hours • FCDC will begin work immediately and continue until resolved • FCDC will communicate with the reporting user until resolved
Priority 1 (HIGHEST) Severe Business Impact	<ul style="list-style-type: none"> • The entire Franklin County userbase or multiple Partner Agencies are experiencing loss to a production service • Foundational infrastructure component and/or a shared application outage (or imminent outage) with a critical impact on business services • Will cause a significant negative impact on Franklin County's revenue • A substantial security threat has been identified 	<ul style="list-style-type: none"> • FCDC Technician will be assigned and will strive to contact (any method) the reporting user within 30 minutes of ticket assignment during normal business hours • If after hours, an FCDC technician will be dispatched and will strive to contact the reporting user (any method) within one (1) hour • FCDC will begin work immediately and continue until resolved • FCDC will communicate with the reporting user consistently during normal business hours until resolved • If a Priority 1 incident impacts the Partner Agency but is not the reporting user, contact the Help Desk or PXM for an update • Partner Experience Team will issue an E-mail notification to all IT Contacts within one (1) business day

The above classifications are guidelines first to enable FCDC staff to concentrate on the most critical problems. FCDC assignees may also change the priority as part of their evaluation and/or during the evolution of the work. Partner Agencies may also request a higher priority by contacting the Help Desk.

Escalations will be evaluated and determined on a case-by-case basis. It is also important to note that if a Partner Agency has specific Business Services needs that require an alternate support model, it should be defined in this document; otherwise, FCDC will apply this model when evaluating submissions.

6.6 Security Audit

As written in the Franklin County FCDC Security Policy, the FCDC has the right to audit, monitor, and secure all computing environments connected to the FCDN. This would also include any agency processes related to the security of the FCDN. The FCDC would ensure customers and stakeholders a simple, stable, and secure environment by gaining access to agencies' computing environments and procedures. Also, this policy gives the FCDC the ability to identify components that are at risk, in addition to strengthening security and privacy controls. In collaboration with the Agency, the FCDC will report to and assist the Agency in mitigating any findings. If you need a policy copy or have questions, please discuss them with your Partner Experience Manager.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
BACKFILL: PARTNER COMMUNICATIONS MANAGER


Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Chris Brown, Member
Judge, Franklin County Court of Common Pleas

Chris Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

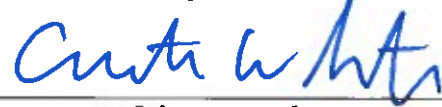


Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer



Antone White, Member
Director, Franklin County Board of Elections

Antone White, Member
Director, Franklin County Board of Elections



David Payne, Member
Deputy Director, Franklin County Board of
Elections

David Payne, Member
Deputy Director, Franklin County Board of
Elections

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
BACKFILL: PARTNER COMMUNICATIONS MANAGER**

WHEREAS, Ohio Revised Code Section §307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **25-053** attached hereto and made a part hereof; and,

WHEREAS, funding for this personnel action is available within the Data Center Personal Services (5100) Account; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **25-053**.

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action - Backfill - Angela Taah

PERSONNEL ACTION FORM			
TRANSACTION TYPE		New Hire	
EMPLOYEE/CANDIDATE NAME:		Angela Taah	
PERSONNEL ACTION NUMBER		25-053	
PERSONNEL ACTION DATE (BOARD)		06/02/2025	
DATA CENTER SECTION		Executive Administration	
NEW JOB POSITION / TITLE		Partner Communications Manager	
PAY GRADE		13	
EFFECTIVE DATE		06/02/2025	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$76,449	\$93,650	\$110,851	
		BASE RATE	ANNUAL SALARY
NEW		\$38.462	\$80,000

KEY RESPONSIBILITIES OF THE ROLE

- Develop and implement an effective communication strategy. Ensure that content is direct and conveys a consistent, targeted, and impactful message.
- Ensure all content clearly communicates and supports FCDC's strategy and vision.
- Develops and implements policies and procedures for communicating on behalf of FCDC that represent our identity and promote and support FCDC's mission.
- Write, edit, and distribute content, including publications, annual reports, social media posts, and partner notifications, communicating FCDC's activities, products, and services.
- Builds and maintains solid partnerships with internal teams to better develop, coordinate, direct, and facilitate strategic communications to meet business goals.
- Identify and manage potential communication issues and crises.
- Stay informed of industry marketing and communications developments to foster ideas and innovation.
- Develop materials to educate staff on communication practices.
- Collaborate with leadership to develop and implement an effective communications strategy based on our target audience.
- Performs other duties as assigned.

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

EMPLOYMENT NOTABLES

- Communications Specialist and Media Relations professional with 3 years of experience.
- In her most recent role as a Communications Specialist with Franklin County Public Health, she coordinates, designs, and implements campaigns to support the agency and build trust with the public.
- Talented with rebranding internal and external documentation to promote services.
- Adept at managing and creating the highly valuable annual report.
- Expert in developing new communication strategies to uphold the programs and preparing promotional materials.
- Overseeing and maintaining the agency's multiple webpages through WordPress

EDUCATION & OTHER CREDENTIALS

- B.A. Science in Health and Rehabilitation Sciences- Ohio State University
- Minor in Aging- Ohio State University
- Social Media Marketing Certificate- HubSpot
- Content Marketing Certificate- HubSpot
- Email Marketing Certificate- HubSpot

RELEVANT WORK EXPERIENCE

- Health Educator- 1 Year
- Communications Specialist-3 Years

SCREENING STATUS

- Professional References: Completed.
- Background Check: Completed.
- Pre-employment drug testing: Completed.

Kassy Franz, Chief People Officer

Angela B. Taah

1712 Ivyhill Loop N Columbus, OH 43229

Phone: 614-309-8547 Email: angela.b.taah@gmail.com

Employment History

Communication Specialist

November 2022 - Current

Franklin County Public Health

- Coordinated and oversaw the creation, design, and implementation of a \$160,000 campaign focused on raising awareness of the various functionalities of the agency and rebuilding trust with the public post-COVID.
- Rebranded public facing documentation and agency templates, including presentations, on behalf of Franklin County Health Commissioner
- Designed 50+ assets such as infographics, social media content, and general advertisements to promote service based programming
- Charged with rebranding and updating all agency documentation and guiding staff in correct usage
- Assisted in the redesign of all public facing web domains
- Designed and created the FCPH 2022 Annual Report
- Created the wrap for the Mobile Outreach Vehicle which serves as an agency wide asset
- Serves as Social Media Manager for the agency
- Develops communication strategies for multiple public health programs throughout the agency, upholding equity and health literacy in all strategies
- Coordinates the preparation and distributions of promotional materials including budgeting, quotes, printing, and circulation
- Serves as media relations
- Serves as co-host and admin for the agencies podcast *Health is Real*
- Oversees and maintains the agencies multiple webpages through WordPress

Health Educator – Active Living Coordinator

March 2021 – November 2022

Franklin County Public Health

- Developed and designed multiple carefully crafted programs to encourage mental wellness, chronic disease prevention, and public safety for all Franklin County residents
- Served as chair for internal committee that encouraged staff wellness, serving 160 employees
- Built a streamlined process to communicate with 50+ K-12 schools, solidifying the relationship between FCPH and the school systems we serve
- Evaluated the effectiveness of the Parks and Recreation Collaborative Committee by developing and distributing surveys as well as meeting with multiple park directors to collect qualitative and quantitative data
- Designed and created health focused promotional material for Franklin County residents, connecting with 5,000+ residents
- Oversaw the management of 3 grants totaling \$63,500

Education

The Ohio State University

December 2018

- Bachelors Degree of Science in Health and Rehabilitation Sciences
- Minor in Aging

Certifications

HubSpot Academy

- Social Media Marketing Certificate
- Content Marketing Certificate
- Email Marketing Certificate

Volunteer Experience**Rapid 5**

- Assist in periodic trash clean-ups

August 2022 – Current

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD


FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
BACKFILL: CHIEF INFORMATION SECURITY OFFICER

Voting Aye thereon

Voting Nay thereon


Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor


Chris Brown, Member
Judge, Franklin County Court of Common Pleas

Chris Brown, Member
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Maryellen O'Shaughnessy, Member
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John O'Grady, Member
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Antone White, Member
Director, Franklin County Board of Elections

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Director, Franklin County Board of Elections


David Payne, Member
Deputy Director, Franklin County Board of Elections

David Payne, Member
Deputy Director, Franklin County Board of Elections

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
BACKFILL: CHIEF INFORMATION SECURITY OFFICER**

WHEREAS, Ohio Revised Code Section §307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

WHEREAS, the Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **25-059** attached hereto and made a part hereof; and,

WHEREAS, funding for this personnel action is available within the Data Center Personal Services (5100) Account; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **25-059**.

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

Data Center Personnel Action – Backfill – Stephen Whipkey

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Backfill	
EMPLOYEE/CANDIDATE NAME:		Stephen Whipkey	
PERSONNEL ACTION NUMBER		25-059	
PERSONNEL ACTION DATE (BOARD)		07/07/2025	
DATA CENTER SECTION		Enterprise Information Security	
NEW JOB POSITION / TITLE		Chief Information Security Officer	
PAY GRADE		19	
EFFECTIVE DATE		07/07/2025	
PAY GRADE SALARY RANGE			
MINIMUM	MID		MAXIMUM
\$127,442	\$156,117		\$184,791
		BASE RATE	ANNUAL SALARY
NEW		\$ 76.9231	\$160,000.00
<p><u>KEY RESPONSIBILITIES OF THE ROLE</u></p> <ul style="list-style-type: none"> ▪ Provide oversight and guidance for complex IT architecture projects with competency to preserve the confidentiality, integrity, availability, and non-repudiation of Franklin County and the FCDN. ▪ Responsible for developing, deploying, and embedding information security architecture, policies, and standards as envisioned by the CIO. ▪ Coordinate the documentation, distribution, and enforcement of FCDN security policies, standards, and procedures, collaborating with key IT staff to develop and implement communication strategies for all cybersecurity policies and procedures. ▪ Create, maintain, and educate on cyber risk management methodologies. ▪ Develop effective security risk and control metrics. ▪ Responsible for ensuring the execution of day-to-day security operations. ▪ Regularly collaborate with the Chiefs over the Enterprise Architecture, Financial Services, Partner Experience Team, and GX Foundry teams to ensure the cohesion of planning, implementation, and communication strategies. ▪ Develop strong partnerships with Franklin County Agency leadership to ensure compliance with security best practices, provide clarity on initiatives, and assist when complex items arise. ▪ Serve as the escalation point for security initiatives. ▪ Stay current on the latest security legislation, regulations, advisories, alerts, and Franklin County Agencies' vulnerabilities. ▪ Establish relationships with key security solution vendors to ensure alignment on contracting, resources, and incident support. 			

**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

- Serve as the FCDN security audit and governance lead. Prepare and submit required reports to internal and/or external stakeholders, ensuring that systems, software, networks, and information are evaluated for security compliance.
- Provide program guidance that ensures vulnerability evaluation, risk documentation, and control implementation to reduce risk to an acceptable level.
- Development of an ongoing comprehensive Identity and Access Management program strategy that defines and provides appropriate secure access to FCDN technology assets while considering new threat vectors.

EMPLOYMENT NOTABLES

- In his most recent role as the Deputy Chief Information Security Officer at the State of Ohio Department of Administrative Services, he is responsible for overseeing the State's Agency Information Security Officer program, which provides cybersecurity and privacy services to all state agencies, boards, and commissions. He also collaborates with the non-executive branch offices.
- Previously, as the Manager in the Office of Information Security and Privacy (OISP), he was responsible for establishing the State of Ohio Red Team and the OISP Forensics Team.
- Currently, he is the Team Lead of Defensive Cyber Operations for the Ohio National Guard.

CERTIFICATIONS & OTHER CREDENTIALS

- Security Clearance: Top Secret/SCI
- CISSP
- CISM
- CISA
- CRISC
- GIAC Security Operations Manager

EDUCATION

- Columbia University, Master of Science, Enterprise Risk
- University of Maryland, University College, Master of Science, Digital Forensics and Cyber Investigation
- Ohio State University, Bachelor of Arts, International Studies

SCREENING STATUS

- Professional References: In process.
- Background Check: Results pending. Contingent offer.
- Pre-employment drug testing: results are pending. Contingent offer.

Kassy Franz, Chief People Officer

Steve Whipkey

893 Linkfield Drive | Columbus, OH 43085 | Ph: 513-477-2480 | stephen.whipkey@gmail.com

Security Clearance: Top Secret / SCI

Certifications: CISSP, CISM, CISA, CRISC, GIAC Security Operations Manager

WORK HISTORY

State of Ohio Department of Administrative Services, Columbus, OH

Deputy Chief Information Security Officer (Data Systems Administrator)

2/2025 – Present

Deputy CISO in the Office of Information Security and Privacy (OISP) responsible for oversight of the State's Agency Information Security Officer program providing cybersecurity and privacy services to all state agencies, boards, and commissions, and collaborates with the non-executive branch offices (i.e., Secretary of State).

- Led strategic and operational oversight of cybersecurity risk management services provided to agencies, including risk assessments, cybersecurity and privacy reviews, and audit assistance.
- Key leader in the development of security policies, standards, and procedures in collaboration with IT, Information Security, and Agency staff.
- Directly managed nine Agency Information Security Officers and two Red Team personnel.
- Provided program guidance that ensures vulnerability evaluation, risk documentation, and control implementation to reduce risk to an acceptable level.
- Advised on organizational strategy, initiatives, and budget.
- Selected for promotion from Red Team & Forensics Manager role.

Enterprise Information Security Manager (Red Team & Forensics)

4/2023 – 2/2025

Manager in the Office of Information Security and Privacy (OISP) responsible for the establishment of the State of Ohio Red Team and the OISP Forensics team.

- Conducted hiring, budget management, contract reviews, procurement, vendor negotiations, and other functions to operationalize a new Red Team conducting penetration testing, threat emulation, and security control validation.
- Key leader during incident response events working with State and Federal agencies and internal, cross-functional teams.
- Implemented an Automated Security Validation solution to provide cost-effective, baseline enterprise-wide penetration testing and security control validation functionality.
- Developed and maintained policies, standards, processes and procedures to assess, monitor, report, escalate and remediate IT risk, security and compliance-related issues.
- Conducted cyber threat information sharing and attended physical and cyber intelligence briefings with the Ohio Homeland Security Statewide Terrorism Analysis & Crime Center (STACC), Department of Public Safety, and DHS CISA.

Ohio Army National Guard, Columbus, OH

6/2008 – Present

Team Lead, Defensive Cyber Operations Element

Part time position (20-30 hours per month) with multiple active-duty mobilizations/activations in technical management roles.

- Incident response and penetration testing manager with direct responsibility for a 16 personnel team, and senior advisory oversight of all Ohio Army National Guard (OHARNG) Cyber and Electronic Warfare forces (70+ personnel). Served as the lead incident response manager assisting local government entities and school systems.

- Conducts partnership, coordination, and information sharing activities with state and federal agencies, including the Department of Administrative Services (DAS), Cybersecurity & Infrastructure Security Agency (CISA), and the Ohio Cyber Reserve (OhCR).

JPMorgan Chase, Columbus, OH

2/2020 – 4/2023

VP, Information Security Management

Information Security Manager (ISM) supporting Business Banking, Consumer Banking (Controls), and the Global Banking Platform.

- Deputy ISM supporting the build-out of Chase's new Global Banking Platform initiative, migrating critical core business functionality from mainframe infrastructure to the public cloud. Provided architecture advisory services, vulnerability management, and coordinated penetration testing and threat modeling activities.
- Served as the Information Security Manager for the Small Business Lending Business Banking Product with responsibility for its risk portfolio including 13 applications, 11 teams, and \$15 million budget.
- Ensured compliance with the identity and access management program strategy.
- Managed project development and execution efforts for Business Banking's Protect the Client initiative consisting of four team members.
- Built partnerships with cross line of business teams supporting multiple workstreams including Chase.com updates, marketing content development, and the creation of a Firm-wide Protect the Client document repository.

American Electric Power, Columbus, OH

Sr. Security Technical Specialist (Cyber Security Monitor & Response)

6/2018 – 2/2020

Cyber threat intelligence, monitoring, and incident response analyst within AEP's Cyber Security Monitor & Response team.

- Led intelligence sharing and collaboration activities with senior management, government, and sector specific entities such as DHS, FBI, E-ISAC, and the Ohio Cyber Collaboration Committee (OC3).
- Produced intelligence products for internal and external sharing supporting tactical, operational, and strategic initiatives using frameworks such as the Cyber Kill Chain, Intelligence Driven Defense, and MITRE ATT&CK.
- Led Endpoint Detection and Response (EDR) project impacting more than 10,000 endpoints working with multiple internal teams, vendor sales representatives, engineers, and product management.

Sr. IT Risk & Compliance Specialist (Cyber Compliance & Risk Services)

6/2016 – 6/2018

Compliance specialist within AEP's Cyber Compliance & Risk Services team providing assurance functions for NERC CIP regulations within the electric power utility industry.

- Responsible for NERC CIP 007-6 Cyber Security – Systems Security Management assurance across the enterprise working with multiple business units including IT, Security, and Transmission.
- Provided guidance to business units on requirement interpretations, gap remediations, and technological recommendations for continued compliance with standards.

Safe Auto Insurance, Columbus, OH

5/2015 – 6/2016

Security Engineer

Vulnerability management and compliance lead responsible for identifying system vulnerabilities and ensuring compliance with payment card industry (PCI) standards. Corporate PCI Internal Security Assessor.

- Engineered and administered firewall, SIEM, vulnerability scanning, and antivirus infrastructure.

- Coordinated third-party network and social engineering penetration tests and administered internal phishing and user awareness program.
- Led incident response, user investigations, and internal PCI assessments in coordination with the internal legal department.

JassTek, Columbus, OH

10/2014 – 5/2015

System Administrator (Information Security)

On contract to assist the Ohio Army National Guard with preparation for its Command Cyber Readiness Inspection (CCRI). The CCRI is a thorough review of an organization's cyber-readiness status conducted by the Defense Information Systems Agency (DISA) based on NIST 800-53 and DISA's Security Technical Implementation Guides (STIGs).

- Conducted NIST and DISA compliance assessments, met with business unit leadership to address concerns, and worked with system administrators to remediate vulnerabilities.
- Participated in cross-functional working group meetings assisting internal teams with remediation efforts in preparation for the inspection.

Nationwide, Columbus, OH

8/2013 – 9/2014

Sr. IT Analyst

IT analyst supporting web/mobile development and testing in an agile environment.

Makino, Mason, OH

7/2010 – 8/2013

Webmaster

Web team lead within a Marketing department responsible for online communications project development.

Harris IT Services (contract-to-hire via KForce), Dayton, OH

5/2009 – 4/2010

Web Developer/Administrator

Web developer on contract in support of Wright Patterson Air Force Base engineering operations.

EDUCATION

Columbia University, Master of Science, Enterprise Risk Management

2019 – 2022

University of Maryland University College, Master of Science, Digital Forensics and Cyber Investigation

2017 – 2018

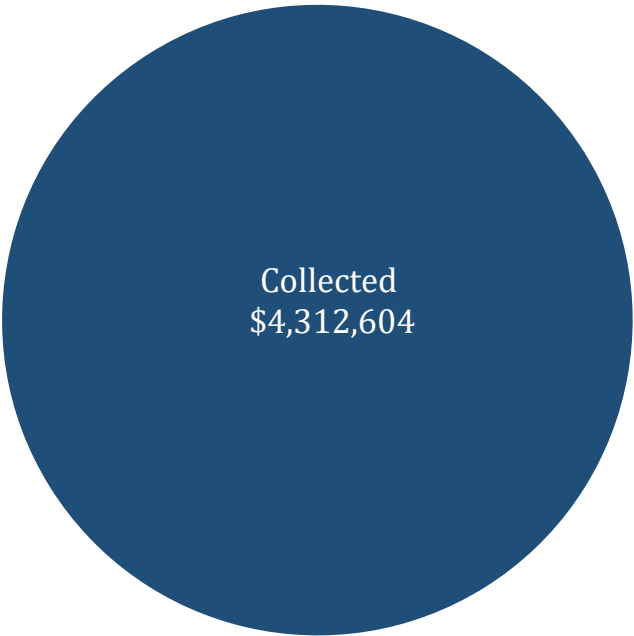
Ohio State University, Bachelor of Arts, International Studies

2004 - 2008

Franklin County Data Center 2025 Financial Update as of June 25, 2025

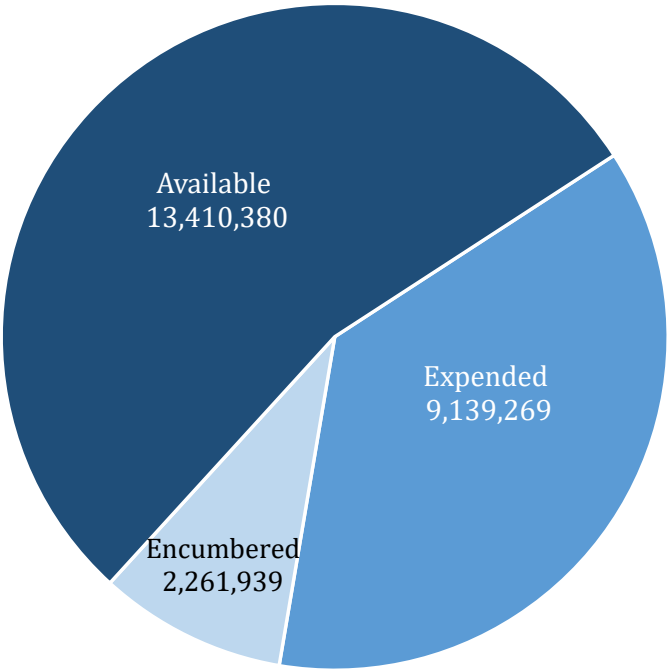
2025 Revenue	Original Appropriation	Revised Budget	YTD Collected		Delta	Percent Collected	Budget Outstanding
Service Fees & Charges	4,069,827		4,323,559		(253,732)	106%	-6%

2025 Aging of Outstanding Revenue	Current	< 30 Days Past Due	< 60 Days Past Due	< 90 Days Past Due	Over 90 Days Past Due	Total Billed Outstanding
	2,565	2,565			16,701	21,831



Franklin County Data Center 2025 Financial Update as of June 25, 2025

2025 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Expended & Encumbered	Percent Available
Salaries and Wages	9,198,827	9,420,763	4,716,072	-	4,704,691	50%	50%
Benefits and Taxes	3,535,771	3,572,062	1,853,130	-	1,718,932	52%	48%
Materials and Services	11,818,762		2,570,066	2,261,939	6,986,757	41%	59%
Capital Investment			-	-	-		
Total	24,553,360	24,811,587	9,139,269	2,261,939	13,410,380	46%	54%



Board Approval Provided by the Data Center Utilizing Resolution 24-093

Resolution Number	Approval Date	Amount	Agency	Description
24-093-20250110	5/23/2025	\$253.84	COMM	(2) Adobe Express - Madeline Gresham, Rachel Buske
24-093-20251315	5/23/2025	\$7,497.00	JPU	(3) Translate Live Devices
24-093-20252134	5/23/2025	\$2,499.00	AUDR	(1) Translate Live Device -Loaner
24-093-2025489	5/23/2025	\$16,440.00	CLCT	(2) Scanners - 1 Production, 1 Desktop.
24-093-20254915	5/23/2025	\$1,760.00	CRNR	UScan+ Renewal
24-093-20255247	5/23/2025	\$2,944.55	SHRF	(4) Lexmark C4342 Printers
24-093-2025558	5/23/2025	\$0.00	FCPH	(1)Zoom Basic License - Brien Bellous
24-093-2025019	5/27/2025	\$3,296.00	COMM	(4) Apple iPad Air 11 (2025) Tablet (4) Apple Magic Keyboard
24-093-20251314	5/27/2025	\$2,533.34	JPU	VCM Database Support
24-093-20254710	5/27/2025	\$3,858.00	PBCT	(3) Standard Desktop
24-093-20254916	5/27/2025	\$150.00	CRNR	(1) Adobe Pro - Patrick McLean
24-093-2025537	5/27/2025	\$250.00	VETS	(1) Standard Dock
24-093-202522120	5/28/2025	\$3,052.27	FCDC	GlobalProtect Licensing for FCBDD
24-093-20255256	5/28/2025	\$3,568.00	SHRF	(2) Latitude 7350 Detachable (2) Keyboard and Pen
24-093-2025536	5/29/2025	\$237.42	VETS	(1) Color Laser Jet Printer
24-093-2025647	5/29/2025	\$1,000.00	CBCF	(4) Standard Docks
24-093-20252135	5/30/2025	\$150.00	AUDR	Adobe Pro - Michaela Radich
24-093-20252136	5/30/2025	\$150.00	AUDR	Adobe Pro - Sara Elder
24-093-20254319	5/30/2025	\$8,540.00	PRAT	(25) Lenovo ThinkVision Monitors (10) ViewSonic VG2440 Monitors
24-093-20255257	5/30/2025	\$2,428.17	SHRF	(1) Lexmark XC2326 Printer
24-093-2025585	5/30/2025	\$950.00	ADAMH	(1) Zoom Webinar 500 - Jesse Lyon
24-093-2025429	6/3/2025	\$225.00	TREA	(1) Zoom Licensed Account - Service account
24-093-2025538	6/3/2025	\$44.00	VETS	Over-Ear Headset
24-093-20254711	6/4/2025	\$2,521.80	PBCT	(6) HP MFP 4101fdw Printers
24-093-20255258	6/4/2025	\$950.00	SHRF	(1) Adobe Apps-Edition 4 - Evan Jones
24-093-2025057	6/5/2025	\$5,708.00	EDP	(4) Keyboard + Mouse Combo (4) Standard Laptop
24-093-2025625	6/5/2025	\$2,700.00	EMA	(2) Standard Laptops
24-093-2025058	6/6/2025	\$950.00	EDP	(1) Zoom Webinar 500 - Walter Dillard
24-093-2025078	6/6/2025	\$0.00	ANCL	(4) Survey Monkey Licenses - Andre Frazier, Hannah Henschen, April Ricciardo, Dwayne Young

Board Approval Provided by the Data Center Utilizing Resolution 24-093

Resolution Number	Approval Date	Amount	Agency	Description
24-093-20255310	6/10/2025	\$459.03	VETS	(3) Adobe Illustrator - Dixie Bishop, Kenneth Herr, Matthew Zelnik
24-093-20255238	6/11/2025	\$1,113.41	SHRF	(1) Monitor and (1) Routers
24-093-20255260	6/12/2025	\$0.00	SHRF	(1) Kioware License - Brian Meister
24-093-20255261	6/12/2025	\$1,600.00	SHRF	(1) Standard Laptop and Dock Combo
24-093-20250219	6/16/2025	\$1,350.00	PRCH	(1) Standard Laptop
24-093-2025044	6/16/2025	\$8,322.00	FLET	(3) Dell Latitude 7230 Rugged Extreme (3) Dell Rotating Hand Strap (3) Dell Keyboard
24-093-2025518	6/16/2025	\$5,907.00	BOEL	(3) Dell Pro 14 Premium (PA14250) Touch Screen (3) Standard Docks
24-093-20255262	6/16/2025	\$126.90	SHRF	(1) Adobe Express - Molly Fahy
24-093-20240310	6/18/2025	\$500.00	FCMT	(2) Dell USB-C 65 W AC Adapter
24-093-20252137	6/18/2025	\$150.00	AUDR	(1) Adobe Pro - Dominick Vattelle
24-093-20254411	6/24/2025	\$150.00	CTAP	(1) Adobe Pro - Judge Dorrian
		\$94,334.73		

Franklin County Data Center Project Procurement Update as of June 25, 2025

Resolution Number	Resolution Date	Resolution Amount	Expended Amount	Remaining / Savings	Status	Description
24-095	12/2/2024	11,818,762	2,570,066	9,248,696	Ongoing	Data Center 2025 baseline budget and ongoing expenses
25-026	3/3/2025	150,000	54,807	95,193	Ongoing	Fiber Lease From the City of Columbus
25-027	3/3/2025	1,025,000	963,555	61,445	Complete	2025 Network Upgrades
25-034	5/5/2025	1,750,000	1,358,811	391,189	Complete	2025 Infrastructure Expansion