

**Northwest Ohio Area Computer Services Cooperative  
Governing Board Minutes  
November 17, 2021**

**1. Roll Call:**

The Northwest Ohio Area Computer Services Cooperative met in regular session with the following members answering roll call:

Roll Call:					
		Mrs. Mollenkopf	Present	Mr. Rostorfer	Present
Mr. Amstutz	Absent	Mr. Fenstermaker	Present	Mr. Schmutz	Present
Mrs. Buss	Present	Mrs. Peters	Present	Mrs. Bruns	Present
Mr. Denecker	Present	Mrs. Phillips	Absent	Mrs. Stuart	Present
Mr. Roth	Present	Mr. Rex	Absent	Mrs. Vaughn	Present

**2. Introduction of Guest(s):**

None

**3. Approval of Minutes of Previous Meeting:**

SUGGESTED MOTION: Moved by Mrs. Mollenkopf and seconded by Mr. Denecker that the Minutes of the July 14, 2021 meeting be approved in the form sent to the members of the Board.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Absent	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mrs. Buss	Yes	Mrs. Peters	Yes	Mrs. Bruns	Yes
Mr. Denecker	Yes	Mrs. Phillips	Absent	Mrs. Stuart	Yes
Mr. Roth	Yes	Mr. Rex	Absent	Mrs. Vaughn	Yes

**4. Presentation and Allowance of Bills; Approval of Financial Reports:**

SUGGESTED MOTION: Moved by Mrs. Peters and seconded by Mrs. Stuart that the bills and financial reports found at the end of this agenda were presented and reviewed and approved.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Absent	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mrs. Buss	Yes	Mrs. Peters	Yes	Mrs. Bruns	Yes
Mr. Denecker	Yes	Mrs. Phillips	Absent	Mrs. Stuart	Yes
Mr. Roth	Yes	Mr. Rex	Absent	Mrs. Vaughn	Yes

**5. Director's Report:**

A. Jon Pyles

Please find attached a revised contract for Jon Pyles. Jon is now taking Fiscal support calls and tickets as well as his programming duties. In addition, Jon has completed two district migrations to Redesign.

Jon built the Fiscal Archiving web-site, over the last 3 years he has created close to 300 unique reports for districts, and countless more that are re-creations for each district.

Updated from Jon on 11/11:

1,611 total: 1,268 for USAS and 343 for USPS

With these increased duties and his proven support proficiency over the last two plus months, this new contract is earned and well deserved.

A motion is in the consent agenda for your approval.

B. Then and Now Approval

Please find attached a P.O. Then and Now for Frontline.

Frontline changed their invoicing from 3 times per year to once.

New P.O. was needed.

A motion is in the consent agenda for your approval.

C. Redesign - Status

All districts have been migrated to USAS/USPS Redesign.

My congratulations to the Fiscal team: Larry Kaiser, Amy Rau-Lawhorn, Jon Pyles, Jennifer Schwartz, and Sherry Shaffer.

In addition, my thanks to Michelle Buss and Leah Moreland.

The quiet team has been the Network team. An entirely new technical infrastructure: Open Source, Containers, etc. Three physical servers supporting 3 virtual servers per district: 118 virtual servers.

A project plan that spanned three years.

55 “unique” districts.

New processes, change in processes, SOC-1 auditors

#### D. What remains of Classic

Larry is in the process of moving 30 districts to Redesign EIS.

Kevin will keep the old system running for a few months before decommissioning.

Everyone deserves cake for a long time.

#### E. Audits

Unfortunately, unless the Auditors Office releases our SOC-1 and Financial audits before 11/17/2021, board approval will have to wait until February, 2022.

However, we have not been informed of any issues.

#### F. Security

A SIEM (Security Information & Event Management) application/system has been purchased from Fortinet.

Kevin and his team are in the process of implementation and training.

A SIEM is now an essential component of a Security Infrastructure that includes hardware, software, policies, and budget. Also, NOACSC can “multi-tenant” our SIEM, meaning we can implement this for our districts as a service.

This SIEM will be an essential tool in our Security toolbox along with NIST policies and budget. This toolbox will indicate compliance for upcoming security audits as well as retention of our Cyber Liability Insurance.

## G. Fees

Normally, Kevin and I would be informing the Board of our ISP fees for the next Fiscal year. However, with the pending hiring of a new Executive Director, this can wait until February, 2022.

We are in the first year of a five-year ISP contract with our districts, so there is no need to rush it by three months.

## 6. Consent Items:

A. Motion to accept Jon Pyles contract as presented

B. Motion to accept the Then and Now P.O. as presented

SUGGESTED MOTION: Moved by Mr. Denecker and seconded by Mr. Roth to approve all Consent Items as presented.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Absent	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mrs. Buss	Yes	Mrs. Peters	Yes	Mrs. Bruns	Yes
Mr. Denecker	Yes	Mrs. Phillips	Absent	Mrs. Stuart	Yes
Mr. Roth	Yes	Mr. Rex	Absent	Mrs. Vaughn	Yes

## 7. Action Items:

Moved by Mr. Schmutz and seconded by Mrs. Vaughn that the board enter into Executive Session at 9:59 am.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Absent	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mrs. Buss	Yes	Mrs. Peters	Yes	Mrs. Bruns	Yes
Mr. Denecker	Yes	Mrs. Phillips	Absent	Mrs. Stuart	Yes

Mr. Roth	Yes	Mr. Rex	Absent	Mrs. Vaughn	Yes
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\*The Board moved out of Executive Session at 11:15 am.

8. **New Business:** None

9. **Next Regular Meeting:**

The next regular meeting of the Northwest Ohio Area Computer Services Cooperative is scheduled for February 16, 2022 @ 9:30 am at the NOACSC office.

10. **Adjournment:**

Moved by Mrs. Buss and seconded by Mr. Rostorfer that the board adjourn at \_\_\_\_\_ 11:58 am.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Absent	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mrs. Buss	Yes	Mrs. Peters	Yes	Mrs. Bruns	Yes
Mr. Denecker	Yes	Mrs. Phillips	Absent	Mrs. Stuart	Yes
Mr. Roth	Yes	Mr. Rex	Absent	Mrs. Vaughn	Yes