

# ACCESS Council

Area Cooperative Computerized Educational Service System

## **Regular Assembly Meeting**

9:00 a.m. Friday, November 4, 2022

ACCESS, 493 Bev Road, Unit 1, Boardman, OH 44512

## **M-I-N-U-T-E-S**

A regular meeting of the Assembly of the ACCESS Council of Governments was held at 9:00 a.m. on Friday, November 4, 2022.

Dr. Mook called the meeting to order at 9:02 a.m. The following members were present by roll call. A quorum was reached.

Beaver Local Schools – Eric Lowe  
Boardman Local Schools – Tim Saxton, A.J. Ginnetti  
Columbiana County ESC – Anna Marie Vaughn, Lucas Cooper, Marie Williams  
Columbiana Exempted Village - Don Mook, Kathy Davies  
Crestview Local Schools – Charlene Mercure, Daryl Miller  
ESC of Eastern Ohio – Andrew Velchek  
East Palestine Schools – Cody Cooper  
Jackson Milton Schools – Sean Sich  
Leetonia Local Schools –Jennifer Coldsnow  
Mahoning County Career & Technical Center – Brian Rella  
Poland Local Schools – Janet Muntean  
Sebring Local Schools – Dawn Welsch, Tom Burkett  
South Range Local Schools – Bethany Carlson, Mario Nero, Jr., Dean Pagnotta  
Springfield Local Schools - Tom Yazvac, David Whorten  
Struthers City Schools - Pete Pirone  
United Local Schools –Melissa Baker  
Wellsville Local Schools – Marcy Thompson  
West Branch Schools – Adam Fisher  
Western Reserve Schools – Cathy Romack  
Youngstown Community School – Rachael Smith

Also attending:

Southern Local Schools – Greg Sabatto  
Lisa Smith, Executive Director, ACCESS  
Brian Stidham, Treasurer, ACCESS  
Patrick Rager, Director of Technology, ACCESS  
Diane Fabian, Director of Student Services and State Reporting, ACCESS  
Gretchen Martin, Student Services, ACCESS  
Tom Davies, Network Services, ACCESS  
Josh Boone, Network Services, ACCESS

**Motion 22-05 – Approve Agenda**

Mr. Yazvac moved and Mr. Saxton seconded a motion to approve the agenda. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 22-06 – Approve Minutes**

Ms. Carlson moved and Mr. Yazvac seconded a motion to approve the minutes of the April 2022 Regular Assembly Meeting. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 22-07 – Financial Report**

Mr. Ginnetti moved and Ms. Vaughn seconded a motion to approve the financial report. Mr. Stidham reviewed the October 2022 Financial Report. Mr. Stidham reviewed all funds and unique expenditures for FY2022. He also provided an overview of projections for FY2022.

**FY2023 Projections All Funds**

▪	Beginning Balance	\$1,270,076.32
▪	Revenues	\$3,868,821.31
▪	Expenses	\$3,944,964.04
▪	Projected Ending Balance	\$1,193,933.59
▪	Less Fiber Fund	\$501,150.83
▪	Unreserved Ending Balance	\$692,782.76

**Key Items**

- FY23 Application Services Fee Increase
- New non-member services added in FY22 and FY23
- Security needs requiring additional expenditures
- Network Infrastructure/Other Equipment refreshes
- Increases from Software/Maintenance providers
- Legal fees substantially higher in FY22/FY23 for work on the Port Authority Fiber Agreements

The 5-Year Forecast was presented including assumptions and projected and actual percentage increases.

Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 22-08 – Menu of Services and Fees FY24**

Ms. Smith presented the Menu of Services and Fees for FY24 indicating no change in fees. Mr. Yazvac moved and Ms. Welsch seconded a motion to approve the Menu of Services and Fees FY24. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Network Services**

Mr. Rager discussed the impact of security requirements by the AOS and Cyber Insurance carriers. Multi-Factor authentication is being rolled out in the phases below.

- Phase 1 – Remote access VPN - Complete
- Phase 2 – Redesign – 23 of 39 districts completed

- Phase 3 – Student information & SSO – Under Review
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Ms. Smith reminded the membership to please let ACCESS know when considering the purchase of third-party programs that integrate with student and fiscal data so we can assist in making sure these companies meet security standards.

Mr. Davies presented on Network Vulnerability and highlighted the ACCESS policy for mitigation.

**Motion 22-09 - Adjournment**

Mr. Ginnetti moved and Mr. Rella seconded to adjourn the meeting. Motion carried. Dr. Mook declared the meeting adjourned at 9:02 a.m.

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on November 4, 2022.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date