

**BOARD OF TRUSTEES  
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO**

**RESOLUTION NO. 17-027**

**The Jefferson Township Board of Trustees is Designating an Organization and Control Structure for all Jefferson Township Computer Information Systems and Technology, Networks, Hardware, Databases, Servers, Archives, Software, Disaster Recovery, and Technical Support.**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio met in regular session on the 7<sup>th</sup> day of February 2017, at the Township Offices located at One Business Park Drive, with the following members present:

Roy Mann (✓) James McGuire (✓) Russell Back (✓)

Trustee McGuire moved the adoption of the following resolution:

**WHEREAS**, The Jefferson Township Board of Trustees currently utilizes two separate vendors managing information systems and hardware. The Jefferson Township Department has been administered by Buckeye Business Solutions and Administrative Offices are administered by V-Tech Graphics LLC. ; and

**WHEREAS**, it is the desire of the Jefferson Township Board of Trustees to establish a command, control, and security structure providing oversight for all Jefferson Township Information Systems hardware and technology; and

**WHEREAS**, the Jefferson Township Board of Trustees designate Buckeye Business Solutions as the System Administrator and the primary Tier 2 and 3 provider for all issues related to the management, control, and administration of Jefferson Township information systems and hardware; and

**WHEREAS**, Buckeye Business Solutions has been designated to be responsible for the quality control of and management of ALL Jefferson Township Information / Systems Technology, Networks, Hardware, Databases, Services, Archives, Software, Disaster Recovery, and Technical Support; and

**WHEREAS**, V-Tech Graphics LLC will be designated as a tier 1 consultant reporting to Buckeye Business Solutions on a temporary as needed basis through November 1, 2017. All work provided by V-Tech Graphics LLC is subject to approval and will be in conjunction with the recommendations of Buckeye Business Solutions; and

**WHEREAS**, the action taken by the Jefferson Township Board of Trustees on February 1, 2017 was deemed an emergency to protect and preserve the integrity of Jefferson Township public records and privileged information. Steps were taken to prevent unauthorized access to Township records, legal documents and email. It is the responsibility of the Jefferson Township Board of Trustees to make every effort to protect and maintain public records as defined by O.R.C. 149.43.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Township Board of Trustees designate Buckeye Business Solutions as the System Administrator for the Fire Department and Office Administration and all issues related to the management, control, and administration of Jefferson Township information systems and hardware.

Trustee Mann seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows: Roy Mann (Y) James McGuire (Y) Russell Back (N)

Adopted: 7<sup>th</sup> day of February 2017

Roy Mann  
Roy Mann, President

James McGuire  
James McGuire, Vice President

Russell Back  
Russell Back, Trustee

Attest:  
Tracey Edwards  
Tracey Edwards, Fiscal Officer

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