

Project: **Northeast Ohio Network Readiness Assessment**

Local Government Innovation Fund Application

March 1, 2012

Main Applicant: Stark County, Ohio

Collaborative Partners:
Cuyahoga County, Ohio
Mahoning County, Ohio
Trumbull County, Ohio
Medina County, Ohio
Parma City, Ohio
OneCommunity

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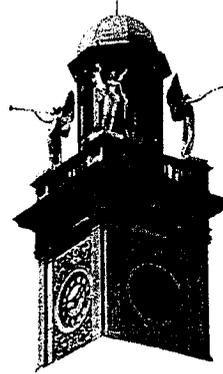
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Janet Creighton,
Thomas M. Bernabei

March 1, 2012

In this age of tight budgets and scarce resources, city and county governments everywhere are learning to do more with less. Increasingly, government entities are looking to consolidate core services and administrative functions through the introduction of shared services.

In theory, shared services make great economic sense, but our public institutions lack the funding and strategic support required to implement them. Critical to the process are core network infrastructure, system and applications, along with strong technical leadership and expertise.

As a step toward a coordinated approach to shared services in Northeast Ohio, Stark and Cuyahoga counties have partnered with the nonprofit organization OneCommunity to apply for funding through the State of Ohio's Local Government Innovation Fund (LGIF). The request is for support of a shared services network readiness assessment.

The establishment of shared services is dependent on high functioning Information Technology and Communications, which is a complex combination of communications infrastructure, systems, and human capital. To ensure that counties, cities and Information Technology Centers are prepared to offer high quality, customer centric shared services, a data collection, assessment, and analysis methodology will be developed to benchmark their readiness.

Network readiness is critical to the delivery of shared services and essential to core 21st-century municipal functions. Although network and infrastructure investments have been made, most government entities have not leveraged the full capacity of their networks because of inequities in infrastructure, complexities in aligning and coordinating applications and services across the enterprise. For these reasons, creating a network readiness assessment, uniformly used across counties, will ensure local success and provide a framework for cross-county shared services.

The State of Ohio's Local Government Innovation Grant provides an excellent opportunity for the County to continue to work together with various municipalities to develop a Network Readiness Assessment to support future shared services endeavors. The county and its partners appreciate your consideration of our grant proposal.

Sincerely,

A handwritten signature in black ink that reads "Michael Hanke". The signature is written in a cursive, flowing style.

Michael Hanke
Stark County Administrator

Tab 1: Contact Information

Contact Information Page – Main Applicant

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Tab 2: Collaborative Partners

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Tab 3: Project Description

Network Readiness Assessment

The establishment of shared services depends on high-functioning information technology and communications – a complex combination of infrastructure, systems, and human capital. To ensure that counties and cities are prepared to offer and receive high-quality, customer-centric shared services, it is essential that data collection, assessment, and analysis methodology be developed. Stark County is requesting a \$100,000.00 planning grant from the State of Ohio Local Government Innovation Fund to support a Network Readiness Assessment to ensure that our counties are positioned to leverage broadband enabled shared services.

Network readiness is critical to the delivery of shared services and essential to core 21st-century municipal functions. Although network and infrastructure investments have been made, most government entities have not leveraged the full capacity of their networks because of inequities in infrastructure, complexities in aligning and coordinating applications and services across the enterprise, and a lack of leadership and expertise to develop comprehensive network strategies. For these reasons, creating a network readiness assessment that can be uniformly used across counties will not only ensure local success, but will also provide a common framework for cross-county shared services.

Stark County has enlisted the expertise and support of OneCommunity, a nonprofit broadband provider based in Cleveland, Ohio, to develop and implement a network readiness assessment. OneCommunity owns and operates a high-speed fiber-optic network covering 23 Northeast Ohio counties and connecting more than 2,000 public-interest sites (primarily health care, education and government institutions). In August 2010, OneCommunity received a \$44.8 million federal stimulus grant to expand its network in Stark, Trumbull, Mahoning, Medina and Cuyahoga Counties and establish Community Anchor Institutions that can leverage and benefit from the ultra-high speed network. The opportunity for local government entities to realize the benefits of this critical infrastructure investment paired with the knowledge of current network providers and existing configurations will enable the counties to strategically develop effective and sustainable broadband enabled shared services strategies.

Network Readiness Assessment

The intra-county network assessment will identify existing county-owned and operated Wide Area Network (WAN) assets while gauging the network's current availability, capacity, and performance based on accepted industry best practices and standards. The resulting information will be used to make recommendations for network design strategies to develop a WAN infrastructure that will support and foster broadband-enabled shared services.

Assessing fiber-optic network resources is critical to the design and planning of reliable and cost-effective shared-services strategies. Counties own fiber assets, have opportunities to own or lease dark fiber, and can fill gaps through contractual network services from a variety of local and regional providers. Capitalizing on existing assets and capacity is the

most effective way to drive down shared-services costs, as it reduces the large capital expenditures necessary for building new fiber assets. Identification and utilization of existing fiber assets will also aid in expediting shared-service models, eliminating the need for a lengthy fiber construction process.

Once fiber assets are identified, an architectural design can be developed that incorporates the gaps in fiber infrastructure, and the current and future requirements for its effective, intra/inter-governmental use. The identification of existing and future applications and services that are or will be network-bandwidth-dependent is considered in the overall design. These applications will drive the sizing of bandwidth and services needed on the network, and strategically map out the requirements for performance, capacity, and sustainability. Considerations for general and transactional data (voice and video) are paired with quality-of-service strategies. Redundancies and physical diversity can be realized through a network meta-design that capitalizes on the aggregation of all county network assets. (*Network Readiness Assessment - Appendix 1*)

The second component of the network readiness assessment will focus on cataloging information about applications and services being utilized by the partners. The aggregated information will provide a foundation for each county partner to identify strengths, redundancies, and deficiencies in its application portfolio, and map/analyze the opportunities to create shared-services strategies. The end result is a catalog for counties to make informed decisions about combining or consolidating applications and resources, creating internal shared-service approaches or collaborating with local, regional, and state shared-service providers. (*Enterprise Application and Services Assessment - Appendix 2*)

Proper human capital and expertise is another critical success factor for implementing broadband-enabled shared services. Engineers and technical support staff who can design, configure, and adapt network infrastructure to meet changing/challenging business requirements are critical to successful shared-services strategies. As part of the network readiness assessment, each partner's technology support staff will be identified and mapped to recommended technical expertise (including certifications, FTE ratios, and subject matter expertise). The resulting recommendations will include a *return on investment* strategy that partners can use to justify future staffing requests, based on gaps in expertise and leadership. (*Personnel Skills Assessment - Appendix 3*)

Project Type – Planning/Shared Services

The Network Readiness Assessment is designed to evaluate the ability of the partners to plan and offer broadband enabled shared services. In and of itself, the Network Readiness Assessment is a shared service, providing a high quality, non-core and essential set of technology services to the partners and their subsequent local agencies that realizes;

- cost savings through standardized data and reporting strategies
- aggregated and standardized information and data that can be utilized for planning shared services strategies
- lower costs for each participant (as compared to each individually contracting for a Network Readiness Assessment)

Estimated Return on Investment/ratio of expected savings

To create a model that predicts process, human resources or material savings is highly speculative without empirical data. Each model is unique and cannot be constructed until the controllable variables can be identified and worked into the savings model. This section will refer to some possible savings areas and some data that have been calculated based on similar assessments.

The goal of this project is to identify those variables that have the greatest impact on savings and efficiency by employing a shared-services environment.

Aberdeen's research benchmarks¹ provide an in-depth and comprehensive look into process, procedure, methodologies, and technologies with best-practice identification. From a 2007 survey conducted by the Aberdeen Group of 235 companies, the following research benchmarks were recorded:

- 1,158% average improvement in response times for business-critical applications
- 87% average improvement in bandwidth utilization
- 100% decreased WAN latency
- The best in class are twice as likely to have capabilities to centrally manage WAN optimization in appliances compare with laggards
- 61% of average organizations do not have the capability to centrally manage network appliances

Additional benchmark information can be found in "Shared Service: A Benchmark Study" by Kristin Purtell (The Johnsson Group)² in 2005:

- Cost reduction and transaction efficiency remain the top two reasons for transitioning to shared services.
- By implementing a shared-services model, companies across a wide variety of industries have achieved significant cost savings, averaging 15%.

¹ The Aberdeen Group (October 2007) Optimizing WAN for Application Acceleration

² Kristin Purtell (2005) Shared Service A Benchmark Study. The Johnsson Group (<http://www.cfoclub.cz/data/1132664833/shared-services.pdf>)

This project will track environmental variables to calculate the following savings:

1. The effect of shared services on the number of level-1 helpdesk tickets
 - Savings through efficiency
2. The number of support hours per critical application before and after a shared platform is established
 - Savings through consolidated support hours
3. Wide area network average aggregation utilization by critical application
 - Reduced total cost of ownership through efficient bandwidth utilization
4. Budgeted system purchases
 - Reduced capital to support the same number of business-critical applications compared to a distributed environment
5. Resource requirements
 - Using certified subject-matter experts for strategic application design and support that is shared across multiple entities is more efficient than adding FTEs (proactive vs. reactive support structure)
6. Maintenance savings
 - Hardware systems reduction by maximizing system resources for multiple location usage

When these variables are quantified and applied to the shared-services model proposed from the output of this readiness assessment, quantitative savings can be predicted with accuracy.

Probability of Program Success

The success of a Network Readiness Assessment starts at the highest levels, with leadership buy-in and executive support. OneCommunity has been engaged in planning with county officials since 2009, building coalitions and support for a regional broadband strategy funded through the American Recovery and Reinvestment Act (ARRA). OneCommunity has successfully brought together public and private organizations to leverage the federal stimulus award, and has focused on collaboration strategies among government, health care and education entities. The organization's demonstrated ability to engage leadership to support a regional broadband initiative bolsters this proposal's chances for success.

Each of the counties involved in the grant proposal believes that broadband is an essential infrastructure investment to ensure successful shared-services models. The value of identifying, documenting and evaluating each county's physical network assets cannot be overstated. Just as a county cannot plan new construction projects without maps of its roadways, improving government, education and health services requires a comprehensive understanding of the broadband infrastructure necessary to deliver current and future services. Through cooperation with a variety of county and regional leaders, engineers,

and organizations, OneCommunity has completed a Network Readiness Assessment on a macro level for Northeast Ohio (from Sandusky to Youngstown, and from Columbus to Cleveland), demonstrating that it can replicate the effort at a local level for county and municipal wide area networks.

Plan to replicate/scale

This project is both Scalable and Replicable. In regards to scale, other county agencies within the counties as well as any municipality in the State could implement the Network Readiness Assessment to evaluate their capability to provide or receive broadband enabled shared services.

Part of larger consolidation effort

OneCommunity's Broadband Technology and Opportunities Program stimulus award has led to almost \$70 million of investment in 25 counties across Northeast Ohio. The initiative seeks to connect 800 community-anchor institutions with high-speed broadband services, and a total of \$11.7 million of new fiber construction is already underway in the seven counties involved with this grant request. There will also be millions of dollars spent to activate the fiber with networking equipment that enables connections among thousands of government, health care and education sites across the region. This emerging network provides the infrastructure required for collaboration and shared services.

How Project responds to current /substantial changes in economic demand

Various reports outline the need for Ohio counties, cities and municipalities to seek shared-services strategies to reduce costs, decrease redundancies and inefficiencies, and improve customer service. These reports include:

- *Transforming Government into a 21 Century Institution: Redesigning Ohio* (December 2010) by the Ohio Chamber of Commerce and Restoring Prosperity
- *Transforming Ohio's Communities for the Next Economy* (2010) by Greater Ohio Policy Center at The Brookings Institute.

Both publications provide recommendations and justification for the changes required to streamline government and establish shared-services strategies:

- Ohio's local government system is outdated and unsustainable. After years of using a 19th-century model that has produced 3,700 political subdivisions in the state, all in the name of "local control," it is time to bring the system into the 21st century. Recommendations that will produce fewer governments, lower costs and more value include creating and implementing county-led local government service (*Redesigning Ohio*, pg. 9).
- Ohio's legacy system of government was the reigning business model when it was established. The Fords and General Motors of the world created large, centralized bureaucracies with elaborate rules and regulations and hierarchical chains of

command, and governments copied them. But in today's world of economic crisis, fierce global competition and sophisticated information technologies, such institutions are dinosaurs. To be effective in the 21st century, institutions must be flexible, adaptable and innovative – as GM and Ford have learned the hard way. They must search constantly for new ways to improve services and heighten productivity. We must lead the charge for a new and better operating system for government (Redesigning Ohio, Pg 7).

- The next economy in Ohio, as in the U.S. as a whole, will be metro-led. There is no U.S., German, Chinese or Ohio economy, but rather a network of sophisticated, hyperlinked and globally connected metropolitan economies. These metropolitan regions benefit from what economists refer to as agglomeration, or geographically clustered activities. Agglomeration is an unwieldy term suggesting that metros are more than the sum of their parts. They create a multiplier effect that results from linking human capital, innovative activity, infrastructure and value creation in goods and services in dense geographies (Restoring Prosperity, Pg 14).
- We must catalyze a network of public-sector leaders to promote high-performance government. Just as Ohio's local government leaders need to collaborate within their own metropolitan area, they also need to collaborate across metropolitan areas and share ideas on lowering costs and improving service delivery. To facilitate this, Ohio should use its convening power to catalyze an inter-metropolitan network of public-sector leaders, enabling the state to share best practices for lowering costs while providing better services, to learn from high-performing businesses, and to receive training in implementing a range of private-sector-inspired process improvements (Restoring Prosperity, Pg 38).

The establishment of the Local Government Innovation Fund and the Ohio Office of Budget and Management's Shared Services department is proof of a commitment to establishing innovative programs to provide shared services.

Performance Audit/Evaluation

This shared service approach is in direct response to State of Ohio audits. References from two audit documents that reflect a possible need for shared resources and consolidation are included below.

.....

Cuyahoga County Auditor's Office Performance Audit / August 3, 2010

Page 1-5, paragraph 2

Regarding technology, the performance audit found that the County could gain efficiencies by linking the purchasing and payroll systems used by each unit with the accounting system used by the Auditor's Office. . . Furthermore, adopting a formal computer replacement plan would better ensure computers are replaced at the appropriate time and in accordance with the appropriate operating standards.

Page 1-12, paragraph 2

The lack of interfaces between BuySpeed, NOVUS and FAMIS, and the use of manual timecards in at least the Auditor's Office and the Treasurer's Office creates duplication of effort . . . The County should work with the vendors of the BuySpeed, Novus and FAMIS software programs to determine if an automated interface can be established. If the County determines that it cannot establish the interfaces, it should conduct a cost-benefit-analysis associated with replacing one or more of the current programs with alternative software that will allow for direct interfaces.

Page 2-48, paragraph 2

. . . if implemented, the County's use of SAP in all departments reporting to the County Executive would be consistent with *Payroll Best Practices* (Bragg, 2005).

Medina City School District Performance Audit / September 21, 2010

Page 7-5, paragraph 1

Medina CSD should implement a technology plan that clearly identifies goals, objectives and action steps . . . it is critical that District leaders have a process to prioritize technology goals and ensure maximum efficiency and effectiveness of limited technology resources.

.....

The audit recommendations above address the reduction of duplicated processes and technology, the development of standardized technology plans, and the sharing of resources through common infrastructure and interfaces.

Description of how project improves business environment or promote community attraction

The value of broadband infrastructure investments has been documented to show economic growth, and is cited as a critical commodity for cities and counties. Recommendations from the Federal Communications Commission's National Broadband Plan also indicate that broadband is a critical component of efforts to improve transportation, health care, education, public safety and government services.

Federal Communications Agency (2010) National Broadband Plan (Recommendation 14.4)
<http://www.broadband.gov/plan/14-government-performance/#s14-1>

In a recent *New York Times* column, Thomas L. Friedman, author of the universally renowned book "The World is Flat," cited broadband as a critical piece of a thriving economy:

"The best of these ecosystems will be cities and towns that combine a university, an educated populace, a dynamic business community and the fastest broadband

connections on earth. These will be the job factories of the future. The countries that thrive will be those that build more of these towns that make possible “high-performance knowledge exchange and generation,” explains Blair Levin, who runs the Aspen Institute’s Gig.U project, a consortium of 37 university communities working to promote private investment in next-generation ecosystems.

Historians have noted that economic clusters always required access to abundant strategic inputs for success, says Levin. In the 1800s, it was access to abundant flowing water and raw materials. In the 1900s, it was access to abundant electricity and transportation. In the 2000s, he said, “it will be access to abundant bandwidth and abundant human intellectual capital,” — places like Silicon Valley, Austin, Boulder, Cambridge and Ann Arbor.”

In a 2008 EduCause white paper, John Windhausen makes the case that “Big Broadband Networks Promote Economic Development.”

“...a growing body of research suggests that big broadband networks stimulate greater economic development. Several communities have decided to build their own fiber-optic networks where the private sector would not. These communities made the bold judgment that, even if the projects could not support themselves in a traditional commercial sense, they were still worthwhile because of the important public benefits the networks bring to the community.

A number of recent studies confirm that these communities made the right decision. The research finds that communities that deployed fiber networks have generally enjoyed greater job growth, economic productivity, and tax revenue. The following summarizes some of the case studies and research that validates the economic benefits of big broadband networks:

Criterion Economics study: A 2003 study found that ubiquitous adoption of current-generation broadband technologies would result in a cumulative increase in gross domestic product of \$179.7 billion, while sustaining an additional 61,000 jobs per year over the next 19 years. The study projected that 1.2 million jobs could be created if next-generation broadband technology were rapidly and ubiquitously deployed.

Brookings Institute: A June 2007 report found that for every 1 percentage point increase in broadband penetration in a state, employment is projected to increase by 0.2–0.3% per year. For the entire U.S. private nonfarm economy, the study projected an increase of about 300,000 jobs, assuming the economy is not already at full employment.”

Windhausen, John (January 2008) A Blueprint for Big Broadband, Educause
<http://net.educause.edu/ir/library/pdf/EP00801.pdf>

The Network Readiness Assessment will support implementation of broadband strategies to realize economic impacts and governmental efficiencies. It is a critical first step to ensuring that the county's broadband networks are capable of realizing these tremendously beneficial outcomes.

Tab 4: Financial Documentation

Proposal Request

Stark County is requesting a \$100,000 grant from the Local Government Innovation Fund to implement a Network Readiness Assessment.

Project Plan and Costing

OneCommunity's Program Management Office (PMO) has produced a process for creating, developing and executing a program methodology that focuses on resources, tools and techniques. The PMO has responsibility for the centralized management of a particular program or programs so that customer benefit is realized by the sharing of resources, methodologies, tools and techniques, and a related high-level project management focus.

The overall success of OneCommunity's customer group program office is directly related to executive sponsorship of the program, particularly during business-unit or government-wide implementation. Historically, program office failures can be tracked to a lack of executive support, which forms a barrier to widespread acceptance. The importance of executive sponsorship is directly proportional to the realization of benefits at the executive level of management:

- Standardization of operations
- Company rather than silo decision-making
- Better capacity planning (i.e. resource allocations)
- Faster access to higher-quality information
- Elimination or reduction of company silos
- More efficient and effective operations
- Less need for restructuring
- Fewer meetings
- More realistic prioritization of work

Project costing for each of the three phases of this readiness assessment is shown in exhibit 6 (the remaining discussion in this section will refer to this exhibit).

Network Performance Assessment

This section of the project uses a team of six engineers, two analysts and one program manager. The total cost is estimated at \$102,317.58, and has a baseline duration of approximately six weeks.

The network assessment applies four engineering teams to the largest section of the project, which is establishing an accurate network logical design of the current infrastructure environment.

County IT support personnel are required throughout the network assessment to supply the most current logical diagrams and network documentation.

Enterprise Application and Services Assessment

This section of the project uses a team of two business analysts and one program manager. The total cost is estimated at \$32,280.00, and has a baseline duration of approximately six weeks, running concurrently with the network assessment portion.

The majority of this phase consists of documenting and categorizing application and operating software package information into standardized templates.

County IT support personnel are required throughout the application inventory process to supply the most current application, licensing and services documentation.

Personnel Skills Assessment

This section of the project uses a team of one engineer, one program manager and one business analyst. The total cost is estimated at \$18,660.00, and has a baseline duration of approximately four weeks, beginning at the 50% completion point of the network assessment.

The majority of this phase consists of entering skills information into templates that are distributed to county support personnel, who rank their technology skills according to a quantitative scale.

County IT support personnel are required throughout the skills assessment phase to supply the most current staff job descriptions and details of duties and responsibilities.

Total Project

The total cost of the readiness assessment is \$153,257.58, with project execution baselined to begin on 7/2/12 and completed on 8/24/12. An amount of \$53,257.58 in program match is provided from OneCommunity projects.

In-kind matching source

| <i>Task</i> | <i>Funds from LGIF for Network Assessment</i> | <i>Funds from LGIF for Enterprise Application and Services Inventory</i> | <i>Funds from LGIF for Personnel Skills Assessment</i> | <i>In-Kind from OneCommunity for Software Inventory and Skills Assessment</i> | <i>In-Kind from OneCommunity for Network Assessment</i> | <i>In-Kind from OneCommunity for Proposal Documentation Process</i> |
|------------------------------------|-----------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------|-------------------------------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------------------|
| Program management | \$15,428.00 | \$ 8,820.00 | \$3,752.00 | \$5,158.32 | \$6,568.80 | \$11,375.00 |
| Engineering | \$17,687.10 | \$10,111.50 | \$4,301.40 | \$5,913.65 | \$7,530.66 | \$0.00 |
| Business analysis | \$16,034.10 | \$ 9,166.50 | \$3,899.40 | \$5,360.97 | \$6,826.86 | \$0.00 |
| Customer | \$ 5,950.90 | \$ 3,402.00 | \$1,447.20 | \$1,989.64 | \$2,533.68 | \$0.00 |
| Total | \$55,100.00 | \$31,500.00 | \$13,400.00 | \$18,422.58 | \$23,460.00 | \$11,375.00 |
| Total Local Innovation Fund | \$100,000.00 | | | | | |
| Total In-Kind | \$ 53,257.58 | | | | | |

OneCommunity is providing funding for 35% of the total project cost which equates to a 53% match of the LGIF requested funding. In-kind funding stems from donated OneCommunity resources to complete the network infrastructure assessment, Enterprise Application and Services inventory and Personnel Skills assessment in addition to hours expended during the proposal documentation process.

% of Local Matching funds available

OneCommunity provides high-speed network broadband services to government, healthcare and education. It's goal is to provide the foundation network architecture to connect institutions, transforming their business through technology enablement. In addition to the In-kind matching sources, OneCommunity has the following network plant in operation within the partnering counties:

| <u>County Name</u> | <u>Amount</u> |
|---------------------------|----------------------|
| Stark | \$ 2,045,068 |
| Cuyahoga | \$ 3,465,139 |
| Medina | \$ 506,471 |
| Mahoning | \$ 542,752 |
| Trumbull | \$ 1,446,565 |
| | \$ 8,005,995 |

Tab 5: Supporting Documentation

3 year financials identifying anticipated savings

A shared services environment produces increased revenue or reduced expenses depending on the partner's role within the shared services network. For example, the partner who has a robust infrastructure and is hosting a major application used by all the sharing partners will realize an increased revenue stream from the remaining partners who are paying for the hosted service. For the partner who is not hosting a shared service, an expense reduction can occur from not having to provide the support structure for an application that is not business critical and could be outsourced.

Detailed financial savings can only be calculated once each partner's role has been established within the shared services environment and the technical readiness of the partner's network infrastructure and support organization. Coupled with the partner's business plan, the readiness assessment provides the remaining pieces for the gap analysis which will determine hosting sites based on network architecture requirements. Lastly, the role of the partner within a shared services environment impacts the type of savings or revenue and where the savings or revenue apply.

The type of savings or revenue and which partners will incur a savings or revenue increase depends on the business plan of the partner and the current positioning of the partner to host a shared service. Much of this information will be provided through execution of the readiness assessment.

Executed partnership agreements

Memorandums of Understanding and Collaboration for all of the Partners are expected to be signed and returned by April 1, 2012 and will be submitted with resolutions prior to April 30, 2012.

**MEMORANDUM OF MUTUAL UNDERSTANDING AND COLLABORATION
(MUAC)
Between
STARK COUNTY
And
CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY,
MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY AND
ONECOMMUNITY**

This memorandum of Mutual Understanding and Collaboration (MUAC) describes the relationship between Stark County and Cuyahoga, Summit, Lorain, Mahoning, and Trumbull, Medina counties (“the counties”). Further, this MUAC articulates our mutual objectives and agreements, and the manner in which we will work together to advance the Network Readiness Assessment (“Assessment”) being conducted by OneCommunity, a nonprofit broadband provider, on behalf of Stark County.

1. SHARED OBJECTIVES

- A. We share common concerns for the financial welfare and future sustainability of our respective communities;
- B. We share a desire to achieve the best practices possible in the delivery of municipal services depended upon by our residents;
- C. We share a desire to deliver services to our residents in the most efficient and cost-effective manner possible;
- D. We share a mutual understanding that shared services are enabled by high-capacity broadband; and
- E. We share a desire to have among our six counties: 1) a full understanding of the existing broadband network conditions within our respective communities individually and collectively; 2) knowledge of the full range of possibilities for coordination of services, sharing of services, and leveraging broadband networks; 3) an understanding of the readiness, cost, benefit, and effectiveness of coordinated, shared services and/or merged services, enabled by robust broadband networks, among our communities; and 4) the full depth of information required to help our counties make good decisions regarding the question of our broadband networks.

2. PURPOSE

The purpose of this MUAC is to identify and formalize the roles and responsibilities of Stark County and the six counties during the Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development’s Local Government Innovation Fund.

The Network Readiness Assessment is designed to evaluate the current state of each county’s broadband network infrastructure to ensure that the counties are prepared to

offer and receive high-quality, customer-centric shared services. A data collection, assessment, and analysis methodology will be used to benchmark the readiness of the counties to provide and receive shared services. The Network Readiness Assessment will also include the evaluation of current service-delivery models and identify shared-service opportunities, offered through existing service providers within their county or from the state. The final component of the Network Readiness Assessment will include identification of human/technical resources necessary for effective uses of broadband technology.

3. THE PARTIES

The collaborative partners of the Network Readiness Assessment include: Stark County, Cuyahoga, Summit, Lorain, Mahoning, Medina, and Trumbull counties.

4. STATEMENT OF COMMITMENT

The parties agree to the following roles, responsibilities, and tasks in order to fulfill the purpose of this MUAC.

Stark County agrees to:

- A. Act as the fiscal agent responsible for the allocation and accounting of funds received through the Local Government Innovation Grant**
- B. Will submit grant updates and reports in compliance with LGIF regulations**

The Counties agree to:

- A. Actively participate in the Network Readiness Assessment by providing information/data and access to county network information
- B. Attend quarterly and ad hoc meetings as necessary
- C. Identify a county “lead” that will be responsible for coordinating access to county staff, facilities and information/data and will facilitate communications, updates and other information to their respective county leadership.
- D. Work with the parties to ensure the reasonable availability of county staff and facilities
- E. Will provide data and information required to complete the network readiness assessment
- F. Will provide data and information required for compliance with LGIF grant regulations
- G. Make a good-faith effort to evaluate and consider implementation of the findings of the Assessment.

OneCommunity agrees to:

OneCommunity will commit to do all of the following:

- A. Complete a Network Readiness Assessment for each of the partner counties
- B. Provide technical assistance, research, and facilitation of the Network Readiness Assessment.
- C. Coordinate services to be provided by project managers and subject-matter experts
- D. Convene regular meetings and/or ad hoc meetings as necessary
- E. Help identify opportunities for coordination of services and shared-service delivery
- F. Identify practices and methodologies that make the Network Readiness Assessment scalable and replicable for other municipalities within each county and/or for other Ohio counties

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 President
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 216-923-2200

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The parties agree that any grant funds that may be awarded for the study may be received by Stark County. However, the expenditure of such grant funds must be in accordance with any grant award agreement, and Stark County shall notify each party to this Agreement of the receipt and expenditure of funds.

7. TERMINATION

This MUAC may be terminated by any party for any reason by giving the other parties thirty (30) days written notice. Notices shall be given by written communication deposited in the United States mail, postage paid and delivered by registered mail, return receipt requested. **8. CHANGES AND MODIFICATIONS**

Any changes to this MUAC must be mutually agreed upon and made in writing and signed by all parties.

9. EFFECTIVE DATE AND TERM

This MUAC shall be effective upon execution by the parties and shall be in force until July 31, 2013.

10. PUBLIC RECORDS

All public records in connection with this Agreement are subject to Ohio Public Records Laws and may be made available for review and inspection to anyone making a request pursuant to the provisions of the Ohio Revised Code. In no event shall Stark County, or any of their agents, representatives, consultants, officers, or employees be liable for disclosure of any work products or other documents provided in relationship to this Study or Agreement.

11. AUTHORITY

The parties to this MUAC are authorized representatives and signatories of their respective political subdivisions of the State of Ohio, and have subscribed to and affixed their respective signatures to this MUAC.

12. SPECIAL ACKNOWLEDGEMENTS

The parties intend this MUAC to be binding with respect to its contents; however, it does not constitute a binding obligation beyond the commitments stated herein.

13. AGREEMENT COUNTERPARTS

This Agreement may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement.

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By signing this Agreement, the parties agree to conduct this transaction by electronic means. Therefore, the parties agree that all documents requiring the parties signatures may be executed by electronic means, and that the electronic signatures affixed by the parties to said documents shall have the same legal effect as if the signature was manually affixed to a paper version of the document.

The parties also agree to be bound by the provisions of Chapters 304 and 1306 of the Ohio Revised Code as they pertain to Electronic Transactions, and to comply with the Electronic Signature Policy of Stark County.

15. SIGNATORIES

We, the collaborative partners on the Network Readiness Assessment, agree to work together in accordance with this MUAC:

 2/29/2012
Stark County Date

Cuyahoga County Date

Lorain County Date

Summit County Date

Mahoning Date

Trumbull Date

Medina Date

OneCommunity Date

Resolution

Distribution

Stark County Commissioners

Journal
File

Adopted February 29, 2012

Subject

AUTHORIZING BOARD PRESIDENT TO SIGN MUAC FOR SHARED NETWORK READINESS ASSESSMENT GRANT PROPOSAL

Commissioner Creighton moved the adoption of the following Resolution, which was seconded by Commissioner Ferguson:

WHEREAS, on February 22, 2012, the Board of Stark County Commissioners approved a resolution declaring Stark County's participation in a shared services/network readiness assessment grant application; and

WHEREAS, OneCommunity, Stark County's partner in making application for a Local Government Innovation Fund Grant on behalf of Cuyahoga, Summit, Lorain, Mahoning, Trumbull, Medina counties, has requested that each participating county sign a Memorandum of Mutual Understanding and Collaboration as part of the grant application; and

WHEREAS, the aforementioned MUAC is incorporated herein by reference and made a part hereof as though rewritten herein in full;

NOW, THEREFORE, BE IT RESOLVED that this Board of Commissioners authorizes the President of the Board to sign the supporting MUAC as part of the Local Government Innovation Fund Grant proposal.

Upon roll call the vote resulted as follows:

Mr. Bernabei: yes Dr. Ferguson: yes Creighton: yes

CERTIFICATE

I, the undersigned, and I hereby certify the foregoing to be a true and correct record of action adopted by the Board.

M. E. Hankel

**MEMORANDUM OF MUTUAL UNDERSTANDING AND COLLABORATION
(MUAC)
Between
STARK COUNTY
And
CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY,
MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY AND
ONECOMMUNITY**

This memorandum of Mutual Understanding and Collaboration (MUAC) describes the relationship between Stark County and Cuyahoga, Summit, Lorain, Mahoning, and Trumbull, Medina counties (“the counties”). Further, this MUAC articulates our mutual objectives and agreements, and the manner in which we will work together to advance the Network Readiness Assessment (“Assessment”) being conducted by OneCommunity, a nonprofit broadband provider, on behalf of Stark County.

1. SHARED OBJECTIVES

- A. We share common concerns for the financial welfare and future sustainability of our respective communities;
- B. We share a desire to achieve the best practices possible in the delivery of municipal services depended upon by our residents;
- C. We share a desire to deliver services to our residents in the most efficient and cost-effective manner possible;
- D. We share a mutual understanding that shared services are enabled by high-capacity broadband; and
- E. We share a desire to have among our six counties: 1) a full understanding of the existing broadband network conditions within our respective communities individually and collectively; 2) knowledge of the full range of possibilities for coordination of services, sharing of services, and leveraging broadband networks; 3) an understanding of the readiness, cost, benefit, and effectiveness of coordinated, shared services and/or merged services, enabled by robust broadband networks, among our communities; and 4) the full depth of information required to help our counties make good decisions regarding the question of our broadband networks.

2. PURPOSE

The purpose of this MUAC is to identify and formalize the roles and responsibilities of Stark County and the six counties during the Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development’s Local Government Innovation Fund.

The Network Readiness Assessment is designed to evaluate the current state of each county’s broadband network infrastructure to ensure that the counties are prepared to

offer and receive high-quality, customer-centric shared services. A data collection, assessment, and analysis methodology will be used to benchmark the readiness of the counties to provide and receive shared services. The Network Readiness Assessment will also include the evaluation of current service-delivery models and identify shared-service opportunities, offered through existing service providers within their county or from the state. The final component of the Network Readiness Assessment will include identification of human/technical resources necessary for effective uses of broadband technology.

3. THE PARTIES

The collaborative partners of the Network Readiness Assessment include: Stark County, Cuyahoga, Summit, Lorain, Mahoning, Medina, and Trumbull counties.

4. STATEMENT OF COMMITMENT

The parties agree to the following roles, responsibilities, and tasks in order to fulfill the purpose of this MUAC.

Stark County agrees to:

- A. Act as the fiscal agent responsible for the allocation and accounting of funds received through the Local Government Innovation Grant
- B. Will submit grant updates and reports in compliance with LGIF regulations

The Counties agree to:

- A. Actively participate in the Network Readiness Assessment by providing information/data and access to county network information
- B. Attend quarterly and ad hoc meetings as necessary
- C. Identify a county "lead" that will be responsible for coordinating access to county staff, facilities and information/data and will facilitate communications, updates and other information to their respective county leadership.
- D. Work with the parties to ensure the reasonable availability of county staff and facilities
- E. Will provide data and information required to complete the network readiness assessment
- F. Will provide data and information required for compliance with LGIF grant regulations
- G. Make a good-faith effort to evaluate and consider implementation of the findings of the Assessment.

OneCommunity agrees to:

OneCommunity will commit to do all of the following:

- A. Complete a Network Readiness Assessment for each of the partner counties

- B. Provide technical assistance, research, and facilitation of the Network Readiness Assessment.
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7. TERMINATION

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8. CHANGES AND MODIFICATIONS

Any changes to this MUAC must be mutually agreed upon and made in writing and signed by all parties.

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The parties to this MUAC are authorized representatives and signatories of their respective political subdivisions of the State of Ohio, and have subscribed to and affixed their respective signatures to this MUAC.

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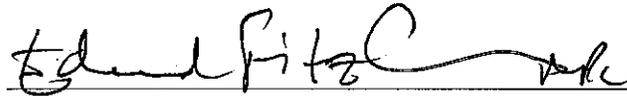
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We, the collaborative partners on the Network Readiness Assessment, agree to work together in accordance with this MUAC:

Stark County Date



2-28-12

Cuyahoga County Date

Lorain County Date

Summit County Date

Mahoning Date

Trumbull Date

Medina Date

OneCommunity Date

**MEMORANDUM OF MUTUAL UNDERSTANDING AND COLLABORATION
(MUAC)
Between
STARK COUNTY
And
CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY,
MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY AND
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This memorandum of Mutual Understanding and Collaboration (MUAC) describes the relationship between Stark County and Cuyahoga, Summit, Lorain, Mahoning, and Trumbull, Medina counties (“the counties”). Further, this MUAC articulates our mutual objectives and agreements, and the manner in which we will work together to advance the Network Readiness Assessment (“Assessment”) being conducted by OneCommunity, a nonprofit broadband provider, on behalf of Stark County.

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Stark County _____ Date _____

Cuyahoga County _____ Date _____

Lorain County _____ Date _____

Summit County _____ Date _____

Mahoning _____ Date _____

Trumbull _____ Date _____

Medina _____ Date _____
Scott M. Brouk CEO 2/29/12
OneCommunity _____ Date _____

Resolution of support from governing body

Resolutions for all of the Partners are expected to be signed and returned by April 1, 2012 and will be submitted with the MUACs prior to April 30, 2012

Resolution

Distribution

Stark County Commissioners

Journal
File

Adopted February 22, 2012

Subject **A RESOLUTION SUPPORTING PARTICIPATION OF STARK COUNTY
IN A SHARED SERVICES/NETWORK READINESS ASSESSMENT FOR
A LOCAL GOVERNMENT INNOVATION FUND GRANT
APPLICATION**

Commissioner Creighton moved the adoption of the following Resolution, which was seconded by Commissioner Ferguson :

WHEREAS, Stark County is committed to studying the merits of a Network Readiness Assessment for municipalities as a prerequisite for establishing or participating in shared services offerings; and

WHEREAS, Stark County and OneCommunity, are serving as collaborative partners with Cuyahoga County, Summit County, Trumbull County, Mahoning County, Lorain County and Medina County to facilitate the Network Readiness Assessment Study process; and

WHEREAS, Stark County and OneCommunity are seeking funding from the State of Ohio, Department of Development, Local Government Innovation Fund on behalf of all collaborative partners, to support this Network Readiness Assessment study process, particularly as it pertains to process implementation; and

WHEREAS, in accordance with the application procedures for the Local Government Innovation Fund, the State of Ohio, Department of Development, requests a resolution of support from the applicants and collaborative partners governing entities; and,

WHEREAS, the Local Government Innovation Fund was established to provide financial assistance to Ohio political subdivisions for planning and implementing projects that are projected to create more efficient and effective service delivery within a specific discipline of government services for one or more entities; and,

WHEREAS, through the Local Government Innovation Fund, the Ohio Department of Development seeks to promote efficiency, collaboration, merger, and shared services among local governments; and,

WHEREAS, the Local Government Innovation Fund grant funding represents one of the key sources of funding necessary to study the merits of merging municipalities, and evaluate the opportunities for shared service efficiencies,

NOW, THEREFORE, BE IT RESOLVED that this Board of Commissioners does support application for a Local Government Innovation Grant, and will serve as the lead applicant on behalf of all collaborative partners.

Upon roll call the vote resulted as follows:

Mr. Bernabei: yes Dr. Ferguson: yes Creighton: yes

CERTIFICATE

I, the undersigned, and I hereby certify the foregoing to be a true and correct record of action adopted by the Board.

Mahul E. Hankel

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0021

Sponsored by: **County Executive FitzGerald**

A Resolution supporting submission of applications on behalf of Cuyahoga County for first-round funding under the Local Government Innovation Fund available through the State of Ohio, Department of Development; authorizing the County Executive and Department Directors to take all steps necessary in furtherance of this goal, including entering into partnership initiatives/memoranda of understanding with any other potential partners; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, Section 3.17 of the County's Contracting and Purchasing Procedures Ordinance, Ordinance No. O2011-0044, as amended, provides that the "County Executive may apply for and accept grants on behalf of the county without specific approval from the Contracts and Purchasing Board, the Board of Control, or the County Council," and Section 4.15 provides that "[t]his Ordinance is intended to fulfill any state, federal, or other requirement for a Resolution or Ordinance granting the County Executive the authority to apply for or accept grants on behalf of the County;" and,

WHEREAS, to further demonstrate the County's support and bolster the County's applications for funding from the Local Government Innovation Fund administered by the State of Ohio, the County Executive has requested specific support from the County Council through this Resolution, in addition to the general authority granted to the County Executive in the Contracting and Purchasing Procedures Ordinance, to submit applications by County departments and agencies, where Cuyahoga County is serving as the 'primary applicant' or as a 'collaborative partner' with political subdivisions for the first round of funding from the Local Government Innovation Fund available through the State of Ohio, Department of Development; and,

WHEREAS, in accordance with the application procedures for the Local Government Innovation Fund, the State of Ohio, Department of Development, requests a resolution of support from the applicant's and collaborative partner's governing entity; and,

WHEREAS, the Local Government Innovation Fund was established to provide financial assistance to Ohio political subdivisions for planning and implementing projects that are projected to create more efficient and effective service delivery within a specific discipline of government services for one or more entities; and,

WHEREAS, through the Local Government Innovation Fund, the State of Ohio, Department of Development seeks to promote efficiency, collaboration, merger, and shared services among local governments; and,

WHEREAS, the applications are to be submitted for first round of funding to the Local Government Innovation Fund where Cuyahoga County is the 'primary applicant' or as a 'collaborative partner' in order to facilitate efficiencies in various disciplines of government service including economic development, education, information technology, and regional collaboration; and,

WHEREAS, Cuyahoga County is working collaboratively on submitting applications with a number of municipal, non-profit, and private partners across the county and region; and,

WHEREAS, the applications for the first round of Local Government Innovation Fund awards are due on March 1, 2012 to the State of Ohio, Department of Development; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadlines mandated by the State of Ohio, Department of Development.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The County Council hereby supports the submission of applications by County departments and agencies as the 'primary applicant' and as a 'collaborative partner' with political subdivisions for the first round of funding from the Local Government Innovation Fund available through the State of Ohio, Department of Development.

SECTION 2. The County Executive and Department Directors are hereby authorized to take all steps necessary in furtherance of the County's applications to the Local Government Innovation Fund, including, but not limited to, entering into partnership initiatives/memoranda of understanding, with any other potential partners.

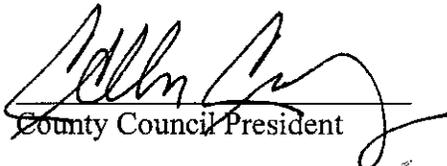
SECTION 3. It is necessary that this Resolution become immediately effective, in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

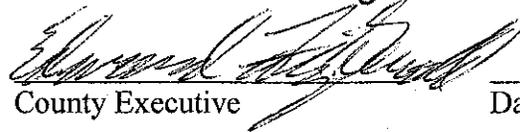
SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by Mr. Schron, seconded by Mr. Rogers, the foregoing Resolution was duly adopted.

Yeas: Schron, Conwell, Jones, Rogers, Simon, Greenspan, Miller, Brady, Germana, Gallagher and Connally

Nays: None

 2/29/2012
County Council President Date

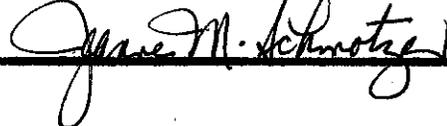
 2/29/12
County Executive Date

 2/28/2012
Clerk of Council Date

First Reading/Referred to Committee: February 14, 2012
Committee(s) Assigned: Economic Development & Planning

Journal CC005
February 28, 2012

I, JEANNE M. SCHMOTZER, CLERK OF COUNCIL OF THE COUNCIL OF CUYAHOGA COUNTY, OHIO, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF THE ORIGINAL OF A RESOLUTION DULY ADOPTED OR AN ORDINANCE DULY ENACTED BY SAID COUNCIL ON THE 28th DAY OF February 2012

BY: 



TRUMBULL COUNTY COMMISSIONERS

160 HIGH STREET, N.W.
WARREN, OH 44481-1093
330-675-2451
Fax: 330-675-2462

Commissioners
Frank S. Fuda
Paul E. Heltzel
Daniel E. Polivka

Clerk
Paulette A. Godfrey

February 21, 2012

The following action was taken by the Board of Trumbull County Commissioners on February 21, 2012, and duly recorded in their Journal Volume 137, page 16530.

**RE: PLANNING COMMISSION TO PREPARE/SUBMIT
LOCAL GOVERNMENT INNOVATION FUND
GRANT APPLICATION FOR BROADBAND NEEDS
AND READINESS ASSESSMENT AND AUTHORIZE
PRESIDENT OF THE BOARD TO EXECUTE ANY
AND ALL DOCUMENTS**

MOTION: Made by Mr. Heltzel, seconded by Mr. Polivka, to authorize the Trumbull County Planning Commission staff to prepare and submit a Local Government Innovation Fund Grant Application for BROADBAND NEEDS and READINESS ASSESSMENT in the amount of \$100,000; AND to authorize the President of the Board of Trumbull County Commissioners to execute any and all documents required for the submission, execution and implementation of the Local Government Innovation Fund Grant Application; this action per the recommendation of the Trumbull County Planning Commission.

NOTE: Trumbull County will provide a match of at least 10%, through funding or in-kind labor, services or materials.

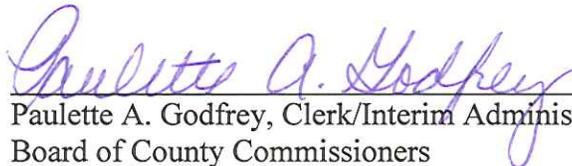
SPECIAL NOTE: The Local Government Innovation Fund was established to provide financial assistance to Ohio political subdivisions for planning and implementing projects that are projected to create more efficient and effective service delivery within a specific discipline of government services for one or more entities. Projects are also expected to facilitate improved business environments and promote community attraction.

- **The outcomes of this project will include:**
 - Evaluation of the communications infrastructure of key county/municipal government locations to identify capacity/bandwidth; and
 - Evaluation and cataloguing of systems/applications that have the potential to be shared as a service to ensure that they meet quality standards, provide efficiencies and scale to meet customer requirements; and
 - Benchmarking IT leadership and expertise against standards that are necessary to sustain shared service and provide high quality customer service.

Yeas: Heltzel, Polivka, Fuda
Nays: None

CERTIFICATION

I, Paulette A. Godfrey, Clerk of the Board of County Commissioners, Trumbull County, Ohio, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Board of Trumbull County Commissioners on February 21, 2012, and is duly recorded in Journal Volume 137, page 16530.


Paulette A. Godfrey, Clerk/Interim Administrator
Board of County Commissioners

/kat

cc: **Planning Commission**

Identification of municipalities and census info

U.S. 2010 Census Data

| <u>Ohio County</u> | <u>Total Population</u> |
|---------------------------|--------------------------------|
| Stark | 375,586 |
| Lorain | 301,356 |
| Mahoning | 238,823 |
| Cuyahoga | 1,280,122 |
| Summit | 541,781 |
| Trumbull | 210,312 |
| Medina | 172,332 |

<http://2010.census.gov/2010census/popmap/ipmtext.php?fl=39>

Self Score Assessment

Local Government Innovation Fund Program

Application Score £ £

| | |
|-----------------------|--|
| Lead Applicant | |
| Project Name | |

| | |
|--|--------------------------|
| | Grant Application |
|--|--------------------------|

or

| | |
|--|-------------------------|
| | Loan Application |
|--|-------------------------|

The Local Government Innovation Fund Council
77 South High Street
P.O. Box 1001
Columbus, Ohio 43216-1001
(614) 995-2292

Local Government Innovation Fund Project Scoring Sheet

Section 1: Financing Measures

| Financing Measures | Description | Criteria | Max Points | Applicant Self Score | Validated Score |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|------------|----------------------|-----------------|
| Financial Information | <i>Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project.</i> | Applicant provides a thorough, detailed and complete financial information | 5 | | |
| | | Applicant provided more than minimum requirements but did not provide additional justification or support | 3 | | |
| | | Applicant provided minimal financial information | 1 | | |
| | | Points | | | |
| Repayment Structure (Loan Only) | <i>Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e., emergency rainy day , or contingency fund, etc.).</i> | Applicant clearly demonstrates a secondary repayment source. | 5 | | |
| | | Applicant does not have a secondary repayment source. | 0 | | |
| | | Points | | | |
| Local Match | <i>Percentage of local matching funds being contributed to the project. This may include in-kind contributions.</i> | 70% or greater | 5 | | |
| | | 40-69.99% | 3 | | |
| | | 10-39.99% | 1 | | |
| | | Points | | | |
| Total Section Points | | | | | |

Section 2: Collaborative Measures

| Collaborative Measures | Description | Criteria | Max Points | Applicant Self Score | Validated Score |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|------------|----------------------|-----------------|
| Population | <i>Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred.</i> | Applicant (or collaborative partner) is not a county and has a population of less than 20,000 residents | 5 | | |
| | | Applicant (or collaborative partner) is a county but has less than 235,000 | 5 | | |
| | | Applicant (or collaborative partner) is not a county but has a population 20,001 or greater. | 3 | | |
| | | Applicant (or collaborative partner) is a county with a population of 235,001 residents or more | 3 | | |
| | | Points | | | |
| Participating Entities | <i>Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity.)</i> | More than one applicant | 5 | | |
| | | Single applicant | 1 | | |
| | | Points | | | |
| Total Section Points | | | | | |

Local Government Innovation Fund Project Scoring Sheet

Section 3: Success Measures

| Success Measures | Description | Criteria | Points | Applicant Self Score | Validated Score |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|---------------|----------------------|-----------------|
| Expected Return | <i>Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance) an expected return. The return must be derived from the applicant's cost basis. The expected return is ranked in one of the following percentage categories:</i> | 75% or greater | 30 | | |
| | | 25.01% to 74.99% | 20 | | |
| | | Less than 25% | 10 | | |
| | | | Points | | |
| Past Success | <i>Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past.</i> | Yes | 5 | | |
| | | No | 0 | | |
| | | | Points | | |
| Scalable/Replicable Proposal | <i>Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.</i> | The project is both scalable and replicable | 10 | | |
| | | The project is either scalable or replicable | 5 | | |
| | | Does not apply | 0 | | |
| | | | Points | | |
| Probability of Success | <i>Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.</i> | Provided | 5 | | |
| | | Not Provided | 0 | | |
| | | | Points | | |
| Total Section Points | | | | | |

Section 4: Significance Measures

| Significance Measures | Description | Criteria | Points Assigned | Applicant Self Score | Validated Score |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------|----------------------|-----------------|
| Performance Audit Implementation /Cost Benchmarking | <i>The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking.</i> | Project implements a recommendation from an audit or is informed by benchmarking | 5 | | |
| | | Project does not implement a recommendation from an audit and is not informed by benchmarking | 0 | | |
| | | | Points | | |
| Economic Impact | <i>Applicant demonstrates the project will a promote business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes)</i> | Applicant clearly demonstrates economic impact | 5 | | |
| | | Applicant mentions but does not prove economic impact | 3 | | |
| | | Applicant does not demonstrate an economic impact | 0 | | |
| | | | Points | | |
| Response to Economic Demand | <i>The project responds to current substantial changes in economic demand for local or regional government services.</i> | Yes | 5 | | |
| | | No | 0 | | |
| | | | Points | | |
| Total Section Points | | | | | |

| Section 5: Council Measures | | | |
|-------------------------------------|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Council Measures | Description | Criteria | Points Assigned |
| Council Preference | Council Ranking for Competitive Rounds | The Applicant Does Not Fill Out This Section; This is for the Local Government Innovation Fund Council only. The points for this section is based on the applicant demonstrating innovation or inventiveness with the project | |
| Total Section Points (10max) | | | |

| Scoring Summary | | |
|-----------------------------------|----------------------|-----------------|
| | Applicant Self Score | Validated Score |
| Section 1: Financing Measures | | |
| Section 2: Collaborative Measures | | |
| Section 3: Success Measures | | |
| Section 4: Significance Measures | | |
| Total Base Points: | | |

Reviewer Comments

Appendices

1. Network Architectural Assessment

Local governments are facing substantial changes in economic demand across all facets of their business. Financial, operational and technical functional areas are challenged with increasing efficiencies and reducing cost. Replication of services within government entities creates additional financial overhead and complicates business processes.

The purpose of this proposal is to collect and analyze network and systems information, identify application suites, and perform a skills assessment of key personnel responsible for the support of network infrastructure and programs.

These appendices are divided into the following three sections:

1. Network architecture review
2. Software application inventory
3. Personnel skills assessment

The process within each section is executed according to the methodology shown in exhibit 1:

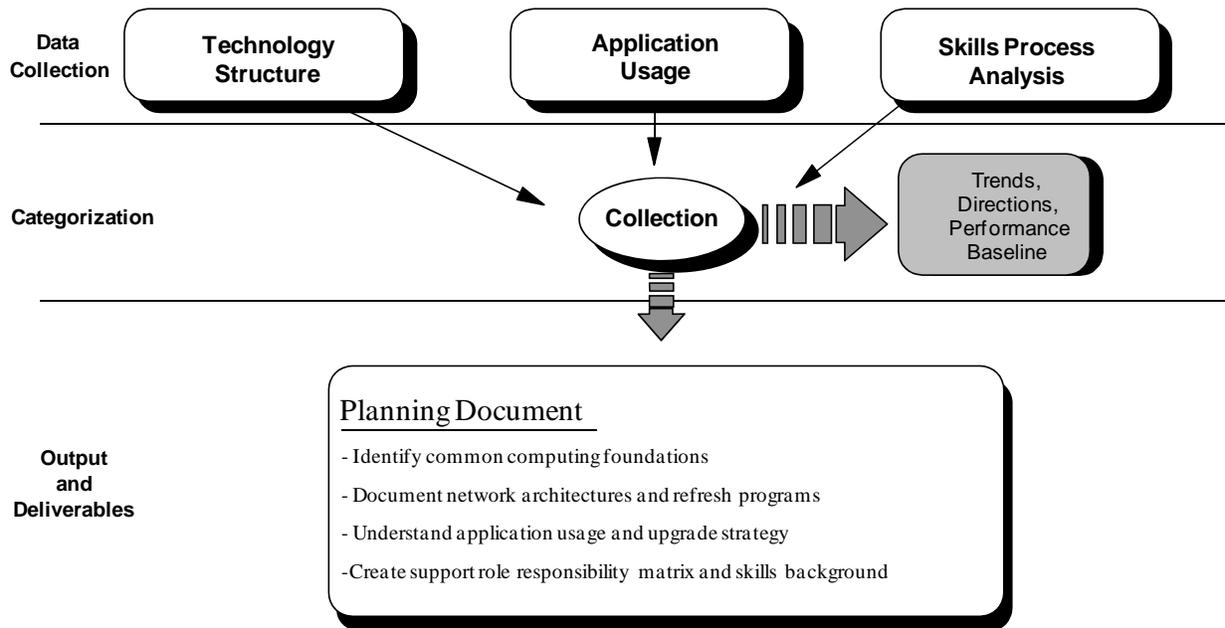


Exhibit 1

The application of this methodology will be conducted in concert with local government technology personnel, who will assist with data gathering and understanding the computing environments within each local government involved in this study.

The focus of the network assessment effort is to identify key areas contributing to the current availability, capacity and performance of the partner's wide area networks. The

report targets architectural changes in the network services layer that are needed to support a shared-services computing environment. This includes technical guidance on how networking devices, application servers and storage devices should be configured to enable shared services and ensure high levels of availability and fault tolerance.

A high-level review of the researched technologies is done against three attributes:

- **Value to business**

The key driver of the adoption of a technology is whether it creates value from a business perspective. In other words, merely being advanced or mature does not necessarily lead to an adoption. Value to business could be cost reduction/avoidance, generation of new revenue stream, and improvement of customer satisfaction. It could also be improvement of operational efficiency or introduction of transformational effects in the organization.

- **External readiness**

External readiness looks at the technology aspect. A technology has a life cycle. On one hand, a technology may not be ready for use in a “production” environment and may continue to evolve. At the other extreme, it may be widely accepted and adopted by the industry, and eventually may become a commodity.

- **Internal readiness**

Before applying a technology, one of the key considerations is internal readiness. A technology may already be used in multiple business areas. It may be considered strategic after some study and is planned for future use. A technology may be new to an organization with no skills, or may have high dependence on other technologies’ organizational factors. A technology with low internal readiness might require more planning, effort and change.

The detailed project tasks for the development of the network assessment are segmented into five major categories, as shown in exhibit 2:

| | |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Gather Business Requirements | Business requirements will be gathered with key business leaders and will use a standard questionnaire. This information will be used in the gap-analysis and strategy-development phases. |
| Current Network Baseline | This will be completed through joint data-gathering methods and will be used during the gap-analysis phase. |
| Benchmarks and Leading Practices | Executive briefings will be held with key industry and technology leaders in combination with industry best practices, and data will be used to gain an understanding of future directions. This information will feed into the gap-analysis and strategy-development phases. |
| Gap Analysis | The gap analysis will provide a roadmap showing |

| | |
|-----------------------------------------------|---------------------------------------------------------------------------------------------|
| | where the network is today and where and how to achieve the preferred state. |
| Develop Strategic Network Architecture | Current architecture will be updated using the information gathered throughout the project. |

Exhibit 2

Empirical information is collected, analyzed and compared against best-practice methods. A roadmap to mitigate gaps between the current operating environment and the desired state is constructed and reviewed by all stakeholders.

2. Enterprise Application and Services Assessment

To effectively provide and receive shared services, organizations must continuously identify, evaluate and catalog their enterprise applications and services. Many organizations underestimate the sheer volume and value of their enterprise application infrastructure and perpetuate inefficiencies that drain staff resources to maintain legacy applications. Organizations are also mired by silos of redundant applications that require subject-matter experts who are neither cross-trained nor proficient in supporting anything beyond their department’s customized application solution.

The second component of the Network Readiness Assessment will focus on cataloging applications and services being utilized by the partners. The aggregated information will provide a foundation for each county partner to identify the strengths, redundancies and deficiencies in their application portfolio, and to map/analyze opportunities to create shared-services strategies. The end result will be a catalog for counties to make informed decisions about aggregating or consolidating applications and resources, creating internal shared-services strategies or collaborating with local, regional and state shared-service providers.

A standardized template for collecting software information is shown on the next page in exhibit 3.

| | | | | | |
|---------------------------------------|--|--|--|--|--|
| Application Name | | | | | |
| Active (Y/N) | | | | | |
| Owned or Hosted | | | | | |
| Version | | | | | |
| Software Vendor or Hosted Vendor Name | | | | | |
| # of Licenses | | | | | |
| Primary Department | | | | | |
| # of Users | | | | | |
| Business Critical (Y/N) | | | | | |
| Hardware Platform | | | | | |
| Operating System(s) | | | | | |
| Client-Server/Mainframe or virtual | | | | | |
| Is used between multiple | | | | | |

| | | | | | |
|------------------------------------|--|--|--|--|--|
| users in multiple locations Y/N | | | | | |
|------------------------------------|--|--|--|--|--|

Exhibit 3

3. Personnel Skills Assessment

Today's computing environments rely on the support of individuals with a formalized skill set obtained through extensive training and experience with complex systems. As businesses increase their use and dependency on technology architectures and applications, the need for standardized training programs increases.

Government technology budgets face critical issues of doing more with less. "Nice to have" applications sometimes require additional FTEs to support new systems. Internal consolidation is not sufficient to reduce IT spending budgets.

Shared-service environments allocate IT costs efficiently through the separation of core competencies among shared IT structures. A given IT group supports only the systems hosting applications shared among stakeholders within the shared-service group. Subject-matter experts reside with the hosting department, with cross-training occurring with other support personnel at non-core locations. This type of environment not only leads to a lean support structure, but also opens a clear path for career development.

In this phase of the readiness assessment, individual skills are categorized according to the following scale:

1. **Have read some information on the topic**
2. **Can install with assistance**
3. **Can install, configure and troubleshoot without assistance**
4. **Have installed numerous times without assistance and can provide pre-sales and positioning information on this product**
5. **Product expert, can teach topics on this product, one of the team product leaders**

The application of a scale provides for a quantitative measurement of personnel skills that can be baselined against best practices established by industry norms. This method is referred to as Workforce Planning. Workforce Planning (WFP) ensures that "the right people with the right skills are in the right place at the right time." This suggests a methodical process that provides managers with a framework for making human-resource decisions based on an organization's mission, strategic plan, budgetary resources, and a set of desired workforce competencies.



Exhibit 4

Exhibit 4 graphically depicts the steps of the workforce planning model. Workforce planning is a dynamic, continuous process normally applied in five-year cycles, matching to technology refresh cycles.

The ratio of certified subject-matter experts to generalists changes by product type, business model, support structure (i.e. in-house vs. outsourced) and maturity of the technological environment. There are no best-practice models that cover all industries, types of workers, etc., since each business environment has too many variables that prevent a global categorization. The workforce planning approach was created to address these variables.

We will begin our skills assessment with an impact analysis to align existing workforce to the anticipated future state of the organization (exhibit 5). Once we have identified the working environment and business model of each governmental entity, a skills-assessment matrix will be completed by administering questionnaires centered on current product sets and support requirements.

STARK COUNTY COMMISSIONERS



County
Administration Building
110 Central Plaza South, Suite 240
Canton, Ohio 44702-2202
Phone: (330) 451-7371
Telecommunications: (330) 451-7076
Fax: (330) 451-7906

BOARD OF COMMISSIONERS
Dr. Peter Ferguson, President
Janet Creighton,
Thomas M. Bernabei

April 27, 2012

Thea Walsh
Deputy Chief, Office of Redevelopment
Ohio Department of Development
77 South High Street
Columbus, Ohio 43216

RE: Cure-Network Readiness Assessment

Dear Ms. Walsh:

The Ohio Department of Development requested that Stark County address four items for cure in its Network Readiness Assessment Local Government Innovation Fund application. The cure items and their respective responses are below.

1. Match

The application cure letter requested that Stark County document the 10% match of the total project cost and provide evidence of the contribution. Notarized documentation of the in-kind match contributions from partner organization OneCommunity have been updated and attached to this letter. The contributions of local matching funds have also been updated to reflect the participating counties and cities. OneCommunity's network plant in operation in the partnering counties is submitted as match in compliance with Section 2.05 of the Local Government Innovation Fund Program Policies. The OneCommunity network plant in operation was funded by OneCommunity through a combination of federal ARRA grants and other grant funding sources. Design and construction of the network plant in operation began in 2010, with an anticipated completion date in the first quarter of 2013.

OneCommunity provides high-speed network broadband services to government, healthcare and education. It's goal is to provide the foundation network architecture to connect institutions, transforming their business through technology enablement. In addition to the in-kind matching sources, OneCommunity has the following network plant in operation within the partnering counties:

| <u>County Name</u> | <u>Amount</u> |
|--------------------|------------------------------------|
| Stark | \$ 2,045,068 |
| Cuyahoga | \$ 3,465,139 |
| City of Parma | <i>City within Cuyahoga County</i> |
| Medina | \$ 506,471 |
| Trumbull | \$ 1,446,565 |
| Erie | \$ 57,565 |
| Lorain | \$ 2,017,426 |
| | \$ 9,538,234 |

2. Budget

The application cure letter requested that Stark County provide a line item budget that includes at minimum the sources of all funds being contributed, the uses of all funds, and the total project costs and match. Using the provided example in the application cure letter as a template, please see the following revised budget for the Network Readiness Assessment. Please note that the revised budget delineates the split between “Match Contribution – Planning” and “Match Contribution – Network Readiness Assessment.”

Stark County Network Readiness Assessment

Sources of Funds

| | |
|---------------------------------------------------------|-----------|
| LGIF Request | \$100,000 |
| Match Contribution – Planning (Certified to Date) | \$ 11,375 |
| Match Contribution – Network Readiness Assessment (53%) | \$ 41,883 |
| <hr/> | |
| Total | \$153,258 |

Uses of Funds

| | |
|--------------------|-----------|
| Project Management | \$51,102 |
| Engineering | \$45,544 |
| Business Analysis | \$41,287 |
| Customer | \$15,323 |
| <hr/> | |
| Total | \$153,258 |

Total Project Cost: \$153,258

3. Population Information and Documentation

The application cure letter requested that Stark County provide documentation supporting population information provided using the 2010 U.S. Census. Supporting population information was included in the submitted Network Readiness Assessment application, but it did not include documentation from the U.S. Census Bureau. The documentation taken directly from the 2010 U.S. Census information for Cuyahoga County, Erie County, Lorain County, Medina County, Stark County and Trumbull County is attached to this letter. The City of Parma's population was not included as it is part of Cuyahoga County.

4. Partnership Agreements

The application cure letter requested that Stark County provide partnership agreements signed by all parties listed as collaborative partners. The final list of collaborative partners for the Network Readiness Assessment as well as the status of their resolutions of support, partnership agreements (in the form of Memoranda of Understanding and Collaboration) and/or letters of support is included in the chart below. Attached to this letter are the remaining documents requested by the Ohio Department of Development. These remaining documents (five in total) include: The County of Erie Resolution of Support and Memorandum of Understanding and Collaboration; Lorain County's Resolution of Support and Memorandum of Understanding and Collaboration; Medina County's Resolution of Support and Memorandum of Understanding and Collaboration; and The City of Parma's Memorandum of Understanding and Collaboration. Please note, the Medina County documents were also emailed to Ms. Denise Brookins of the Office of Redevelopment on April 3, 2012 prior to the county's receipt of an application cure letter. Please see that communication with Ms. Brookins attached to this letter.

| Department/Organization | Resolution | Partnership Agreement |
|--------------------------------|-------------------|------------------------------|
| Stark County | Yes - submitted | Yes - submitted |
| Cuyahoga County | Yes – submitted | Yes – submitted |
| The County of Erie | Yes - attached | Yes – attached |
| Lorain County | Yes – attached | Yes – attached |
| Medina County | Yes – submitted | Yes – submitted |
| City of Parma | To be submitted | Yes – attached |
| Trumbull County | Yes – submitted | To be submitted |
| OneCommunity | N/A | Yes - submitted |

Finally, both Trumbull County and the City of Parma are fully committed to the Network Readiness Assessment. Both entities have resolutions or Memoranda of Understanding and Collaboration forthcoming to Stark County, which will be immediately shared with the Ohio Department of Development. Stark County was given reassurances that this delay would not diminish its scoring capacity since those particular partners have submitted one of the two required documents and the project is already well-documented with a number of other collaborative partners.

This letter and its attachments respond to the items for cure requested by Ohio Department of Development. Should there be any additional questions or items for cure in the Network Readiness Assessment Local Government Innovation Fund application, Stark County will be happy to respond to those requests.

Thank you,

A handwritten signature in black ink that reads "Michael Hanke". The signature is written in a cursive style with a prominent loop at the end of the last name.

Michael Hanke
Stark County Administrator
110 Central Plaza
S. Canton, OH 44702

Attachments

- OneCommunity notarized in kind documentation
- U.S. Census Bureau population information 2010
- Resolutions of Support and Partnership Agreements (7)
- Communications regarding the remaining Resolutions of Support and Partnership Agreements
- Application cure letter

**Network Readiness Assessment
Documentation of In-Kind Services Provided to Date**

Organization: OneCommunity
Address: 800 W. St Clair – Second Floor
Cleveland, OH 44113

Phone Number: 216-923-2374

| Date | Description of Service Provided | Tom Miller Community Technology Executive | David Corrado Director, Project Management Office | Brett Lindsey Chief Operating Officer | Scott Tennant VP of Marketing and Development | Marcella Brown Development Program Consultant |
|---------|-----------------------------------------|-------------------------------------------------|---------------------------------------------------------|---------------------------------------------|-----------------------------------------------------|-----------------------------------------------------|
| 1/16/12 | Planning for LGIF | 1.5 | 1.5 | 1.5 | | |
| 1/17/12 | LGIF Regional Outreach Session | | | 2.5 | | |
| 1/23/12 | Planning for LGIF | 2 | 2 | | | |
| 1/24/12 | Network Readiness LGIF Development | 2 | | | | |
| 1/25/12 | Document Prep (resolutions, MAUC) | 1 | | | | |
| 1/27/12 | Network Readiness Planning | 2 | 2 | 2 | | |
| 1/31/12 | Research – Document development | 2 | | | | |
| 2/2/12 | LGIF Planning Meeting | 1.5 | 1.5 | 1.5 | | 1.5 |
| 2/8/12 | Document prep | 3 | | | | |
| 2/17/12 | Program Summary Prep | 4 | | | | |
| 2/20/12 | Progress/Update meeting - Planning | 1 | 1 | 1 | | |
| 2/22/12 | Program Summary Prep | 4 | | | | |
| 2/24/12 | Document Prep – editing | 5 | | | | |
| 2/25/12 | Finalizing Grant docs | 3 | 3 | | | |
| 2/27/12 | Editing/Finalizing grant docs | 3 | 4 | 1.5 | 3 | 2 |
| 2/28/12 | Planning Meeting | 1.5 | 1.5 | 1.5 | | 1.5 |
| 2/29/12 | Editing/Finalizing grant docs | 3 | 3 | | 2 | 3 |
| 3/1/12 | Grant submission | | | | | 2 |
| | Total | 39.5 | 19.5 | 11 | 7.5 | 10 |
| | Total Hours | | | | | 87.5 |
| | Rate of Pay | | | | | \$130 |
| | Total In-Kind Contribution as of 3/1/12 | | | | | \$11,375 |

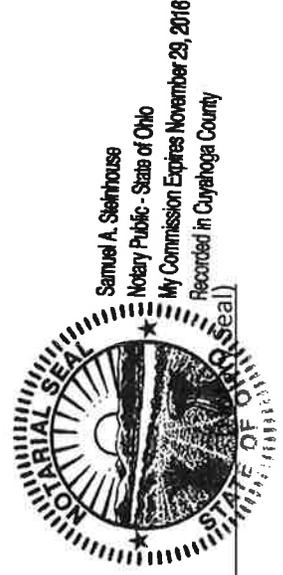
The undersigned, who being duly sworn, stated that the hours of work certified for the purposes stated herein are true and correct to the best of his/her knowledge and belief.

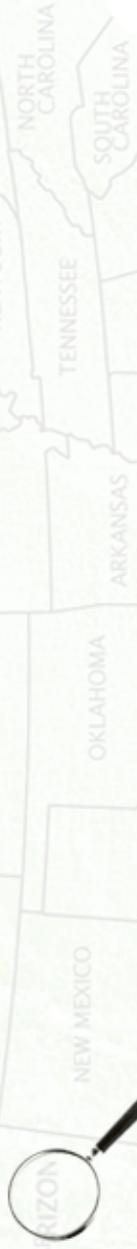
Signature of Affiant: Tom Miller

Subscribed and sworn to before me this 24 day of April, 2012.

Samuel A. Steinhilber 11/25/2016
Notary Public

My Commission Expires





P1

TOTAL POPULATION

Universe: Total population
2010 Census Summary File 1

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/sf1.pdf>.

| | Cuyahoga County, Ohio | Erie County, Ohio | Lorain County, Ohio | Medina County, Ohio | Stark County, Ohio | Trumbull County, Ohio |
|-------|-----------------------|-------------------|---------------------|---------------------|--------------------|-----------------------|
| Total | 1,280,122 | 77,079 | 301,356 | 172,332 | 375,586 | 210,312 |

Source: U.S. Census Bureau, 2010 Census.



LORAIN COUNTY

Board of Commissioners

Ted Kalo Lori Kokoski Tom Williams

County Administrator

James R. Cordes
440-329-5760

Clerk of Board of Commissioners

Theresa Upton
440-329-5103

Animal Control Officer

J. A. Szelempa Sr.
440-326-5997

Budget Director

Lisa Hobart
440-329-5201

Charles Berry Bridge Supervisor

Stan Koziura
440-244-2137

Children & Family Council

Melissa Stefano
440-284-4467

Community Development

Don Romancak
440-328-2323

E-9-1-1 Director

Robin Jones
440-329-5444

Emergency Management &
Homeland Security Director

Thomas Kelley
440-329-5117

Golden Acres Administrator

Jeri Dull
440-988-7210

Human Resources Department

440-329-5150

IT Director

Ernie Smith
440-329-5786

Lorain County Transit

440-329-5525

Maintenance Director

Dennis Shawver
440-329-5326

Office on Aging Director

Patricia Littleton
440-329-4818

Office of Sustainability Director

Michael Challender
440-328-2361

Purchasing

440-329-5225

Records Center Supervisor

Lynn Wallace-Smith
440-326-4866

Solid Waste Director

Keith Bailey
440-329-5442

Special Projects Manager

Karen Davis
440-329-5102

Workforce Development

440-284-1830

March 22, 2012

James R. Cordes
County Administrator
226 Middle Avenue
Elyria, Ohio 44035

Dear Mr. Cordes:

Enclosed is Resolution No. 12-190, adopted by the Lorain County Board of Commissioners on March 21, 2012 approving & entering into a Memorandum of Mutual Understanding and Collaboration, effective until July 31, 2013 between Stark County and counties of Cuyahoga, Summit, Lorain, Mahoning, Trumbull, Medina and One Community to identify and formalize the roles and responsibilities during Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development's Local Government Innovation Fund to design and evaluate the current state of each county's broadband network infrastructure to ensure that the counties are prepared to offer and receive high-quality, customer-centric shared services.

This is being forwarded for your information, along with the document executed by Commissioner Kokoski for your distribution. Once fully executed, please return a copy for my files.

Sincerely,

Theresa L. Upton
Clerk

tlu
Enclosure

Cc: Susan Lux, Purchasing
File

C.11.

RESOLUTION NO. 12-190

In the matter of approving & entering into a Memorandum)
of Mutual Understanding and Collaboration, effective until)
July 31, 2013 between Stark County and counties of)
Cuyahoga, Summit, Lorain, Mahoning, Trumbull, Medina)
and One Community to identify and formalize the roles and)
responsibilities during Network Readiness Assessment and)
in support of an application for funding to the Ohio)
Department of Development's Local Government)
Innovation Fund to design and evaluate the current state of)
each county's broadband network infrastructure to ensure)
that the counties are prepared to offer and receive high-)
quality, customer-centric shared services)

March 21, 2012

BE IT RESOLVED, by the Lorain County Board of Commissioners that we hereby approve & enter into a Memorandum of Mutual Understanding and Collaboration, effective until July 31, 2013 between Stark County and counties of Cuyahoga, Summit, Lorain, Mahoning, Trumbull, Medina and One Community.

FURTHER BE IT RESOLVED, This is to identify and formalize the roles and responsibilities during Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development's Local Government Innovation Fund. Network Readiness Assessment is designed to evaluate the current state of each county's broadband network infrastructure to ensure that the counties are prepared to offer and receive high-quality, customer-centric shared services.

BE IT FURTHER RESOLVED, Stark County will be fiscal agent and MUAC is considered a part hereto this resolution as follows:

MEMORANDUM OF MUTUAL UNDERSTANDING AND COLLABORATION (MUAC)
Between
STARK COUNTY
And

CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY, MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY AND ONECOMMUNITY

This memorandum of Mutual Understanding and Collaboration (MUAC) describes the relationship between Stark County and Cuyahoga, Summit, Lorain, Mahoning, and Trumbull, Medina counties ("the counties"). Further, this MUAC articulates our mutual objectives and agreements, and the manner in which we will work together to advance the Network Readiness Assessment ("Assessment") being conducted by OneCommunity, a nonprofit broadband provider, on behalf of Stark County.

1. SHARED OBJECTIVES

- A. We share common concerns for the financial welfare and future sustainability of our respective communities;
- B. We share a desire to achieve the best practices possible in the delivery of municipal services depended upon by our residents;
- C. We share a desire to deliver services to our residents in the most efficient and cost-effective manner possible;
- D. We share a mutual understanding that shared services are enabled by high-capacity broadband; and

- E. We share a desire to have among our six counties: 1) a full understanding of the existing broadband network conditions within our respective communities individually and collectively; 2) knowledge of the full range of possibilities for coordination of services, sharing of services, and leveraging broadband networks; 3) an understanding of the readiness, cost, benefit, and effectiveness of coordinated, shared services and/or merged services, enabled by robust broadband networks, among our communities; and 4) the full depth of information required to help our counties make good decisions regarding the question of our broadband networks.

2. PURPOSE

The purpose of this MUAC is to identify and formalize the roles and responsibilities of Stark County and the six counties during the Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development's Local Government Innovation Fund.

The Network Readiness Assessment is designed to evaluate the current state of each county's broadband network infrastructure to ensure that the counties are prepared to offer and receive high-quality, customer-centric shared services. A data collection, assessment, and analysis methodology will be used to benchmark the readiness of the counties to provide and receive shared services. The Network Readiness Assessment will also include the evaluation of current service-delivery models and identify shared-service opportunities, offered through existing service providers within their county or from the state. The final component of the Network Readiness Assessment will include identification of human/technical resources necessary for effective uses of broadband technology.

3. THE PARTIES

The collaborative partners of the Network Readiness Assessment include: Stark County, Cuyahoga, Summit, Lorain, Mahoning, Medina, and Trumbull counties.

4. STATEMENT OF COMMITMENT

The parties agree to the following roles, responsibilities, and tasks in order to fulfill the purpose of this MUAC.

Stark County agrees to:

- A. **Act as the fiscal agent responsible for the allocation and accounting of funds received through the Local Government Innovation Grant**
- B. **Will submit grant updates and reports in compliance with LGIF regulations**

The Counties agree to:

- A. Actively participate in the Network Readiness Assessment by providing information/data and access to county network information
- B. Attend quarterly and ad hoc meetings as necessary
- C. Identify a county "lead" that will be responsible for coordinating access to county staff, facilities and information/data and will facilitate communications, updates and other information to their respective county leadership.
- D. Work with the parties to ensure the reasonable availability of county staff and facilities
- E. Will provide data and information required to complete the network readiness assessment
- F. Will provide data and information required for compliance with LGIF grant regulations
- G. Make a good-faith effort to evaluate and consider implementation of the findings of the Assessment.

OneCommunity agrees to:

OneCommunity will commit to do all of the following:

- A. Complete a Network Readiness Assessment for each of the partner counties
- B. Provide technical assistance, research, and facilitation of the Network Readiness Assessment.
- C. Coordinate services to be provided by project managers and subject-matter experts
- D. Convene regular meetings and/or ad hoc meetings as necessary
- E. Help identify opportunities for coordination of services and shared-service delivery

- F. Identify practices and methodologies that make the Network Readiness Assessment scalable and replicable for other municipalities within each county and/or for other Ohio counties

5. PRINCIPAL CONTACTS

The principal contacts for this MUAC are listed below.

Stark County

Micheal E. Hanke
County Administrator
110 Central Plaza
S. Canton, OH 44702
330-451-7781 (Main Phone)

Cuyahoga County

Jeff Mowry
Chief Information Officer
1255 Euclid Avenue
Cleveland, OH 44115
216-443-8010 (Main Phone)

Summit County

Name
Address
City, OH zip
(Main Phone)

Lorain County

James R. Cordes
County Administrator
226 Middle Avenue
Elyria, Ohio 44035
440-329-5760

Mahoning County

Michael V. Sciortino
County Auditor
120 Market Street
Youngstown, OH 44503
330-740-2010 (Main Phone)

Trumbull County

Bill Miller
Director - Trumbull County Planning
Commission 347 North Park Avenue
Warren, OH 44481
330-675-2790 (Main Phone)

Medina County

Adam Friedrick
County Commissioner
144 N. Broadway Street, Room 201
Medina, Ohio 44256
330.722.9208

OneCommunity

Scot Rourke
President
800 W. St. Clair – 2nd Floor
Cleveland, OH 44113
216-923-2200

6. GRANT FUNDS

The parties agree that any grant funds that may be awarded for the study may be received by Stark County. However, the expenditure of such grant funds must be in accordance with any grant award agreement, and Stark County shall notify each party to this Agreement of the receipt and expenditure of funds.

7. TERMINATION

This MUAC may be terminated by any party for any reason by giving the other parties thirty (30) days written notice. Notices shall be given by written communication deposited in the United States mail, postage paid and delivered by registered mail, return receipt requested.

8. CHANGES AND MODIFICATIONS

Any changes to this MUAC must be mutually agreed upon and made in writing and signed by all parties.

9. EFFECTIVE DATE AND TERM

This MUAC shall be effective upon execution by the parties and shall be in force until July 31, 2013.

10. PUBLIC RECORDS

All public records in connection with this Agreement are subject to Ohio Public Records Laws and may be made available for review and inspection to anyone making a request pursuant to the provisions of the Ohio Revised Code. In no event shall Stark County, or any of their agents, representatives, consultants, officers, or employees be liable for disclosure of any work products or other documents provided in relationship to this Study or Agreement.

11. AUTHORITY

The parties to this MUAC are authorized representatives and signatories of their respective political subdivisions of the State of Ohio, and have subscribed to and affixed their respective signatures to this MUAC.

12. SPECIAL ACKNOWLEDGEMENTS

The parties intend this MUAC to be binding with respect to its contents; however, it does not constitute a binding obligation beyond the commitments stated herein.

13. AGREEMENT COUNTERPARTS

This Agreement may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement.

14. ELECTRONIC SIGNATURES

By signing this Agreement, the parties agree to conduct this transaction by electronic means. Therefore, the parties agree that all documents requiring the parties signatures may be executed by electronic means, and that the electronic signatures affixed by the parties to said documents shall have the same legal effect as if the signature was manually affixed to a paper version of the document. The parties also agree to be bound by the provisions of Chapters 304 and 1306 of the Ohio Revised Code as they pertain to Electronic Transactions, and to comply with the Electronic Signature Policy of Stark County.

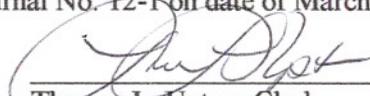
15. SIGNATORIES

We, the collaborative partners on the Network Readiness Assessment, agree to work together in accordance with this MUAC:

| | |
|---------------------------------------------------------|----------------------|
| S/Stark County | Date |
| S/Cuyahoga County | Date |
| S/Lori Kokoski, President – Lorain County Commissioners | Date: March 21, 2012 |
| S/Summit County | Date |
| S/Mahoning | Date |
| S/Trumbull | Date |
| S/Medina | Date |
| S/OneCommunity | Date |

Motion by Kokoski, seconded by Williams to adopt Resolution. Ayes: All.
Motion carried. _____ (discussion was held on the above)

I, Theresa L. Upton, Clerk to the Lorain County Board of Commissioners do hereby certify that the above Resolution No. 12-190 is a true copy as it appears in Journal No. 12-1 on date of March 21, 2012.



Theresa L. Upton, Clerk

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(MUAC)
Between
STARK COUNTY
And
CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY,
MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY AND
ONECOMMUNITY**

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1. SHARED OBJECTIVES

- A. We share common concerns for the financial welfare and future sustainability of our respective communities;
- B. We share a desire to achieve the best practices possible in the delivery of municipal services depended upon by our residents;
- C. We share a desire to deliver services to our residents in the most efficient and cost-effective manner possible;
- D. We share a mutual understanding that shared services are enabled by high-capacity broadband; and
- E. We share a desire to have among our six counties: 1) a full understanding of the existing broadband network conditions within our respective communities individually and collectively; 2) knowledge of the full range of possibilities for coordination of services, sharing of services, and leveraging broadband networks; 3) an understanding of the readiness, cost, benefit, and effectiveness of coordinated, shared services and/or merged services, enabled by robust broadband networks, among our communities; and 4) the full depth of information required to help our counties make good decisions regarding the question of our broadband networks.

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The Network Readiness Assessment is designed to evaluate the current state of each county’s broadband network infrastructure to ensure that the counties are prepared to

offer and receive high-quality, customer-centric shared services. A data collection, assessment, and analysis methodology will be used to benchmark the readiness of the counties to provide and receive shared services. The Network Readiness Assessment will also include the evaluation of current service-delivery models and identify shared-service opportunities, offered through existing service providers within their county or from the state. The final component of the Network Readiness Assessment will include identification of human/technical resources necessary for effective uses of broadband technology.

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- B. Attend quarterly and ad hoc meetings as necessary
- C. Identify a county “lead” that will be responsible for coordinating access to county staff, facilities and information/data and will facilitate communications, updates and other information to their respective county leadership.
- D. Work with the parties to ensure the reasonable availability of county staff and facilities
- E. Will provide data and information required to complete the network readiness assessment
- F. Will provide data and information required for compliance with LGIF grant regulations
- G. Make a good-faith effort to evaluate and consider implementation of the findings of the Assessment.

OneCommunity agrees to:

OneCommunity will commit to do all of the following:

- A. Complete a Network Readiness Assessment for each of the partner counties
- B. Provide technical assistance, research, and facilitation of the Network Readiness Assessment.
- C. Coordinate services to be provided by project managers and subject-matter experts
- D. Convene regular meetings and/or ad hoc meetings as necessary
- E. Help identify opportunities for coordination of services and shared-service delivery
- F. Identify practices and methodologies that make the Network Readiness Assessment scalable and replicable for other municipalities within each county and/or for other Ohio counties

5. PRINCIPAL CONTACTS

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 County Administrator
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 S. Canton, OH 44702
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OneCommunity

Scot Rourke
 President
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The parties agree that any grant funds that may be awarded for the study may be received by Stark County. However, the expenditure of such grant funds must be in accordance with any grant award agreement, and Stark County shall notify each party to this Agreement of the receipt and expenditure of funds.

7. TERMINATION

This MUAC may be terminated by any party for any reason by giving the other parties thirty (30) days written notice. Notices shall be given by written communication deposited in the United States mail, postage paid and delivered by registered mail, return receipt requested. **8. CHANGES AND MODIFICATIONS**

Any changes to this MUAC must be mutually agreed upon and made in writing and signed by all parties.

9. EFFECTIVE DATE AND TERM

This MUAC shall be effective upon execution by the parties and shall be in force until July 31, 2013.

10. PUBLIC RECORDS

All public records in connection with this Agreement are subject to Ohio Public Records Laws and may be made available for review and inspection to anyone making a request pursuant to the provisions of the Ohio Revised Code. In no event shall Stark County, or any of their agents, representatives, consultants, officers, or employees be liable for disclosure of any work products or other documents provided in relationship to this Study or Agreement.

11. AUTHORITY

The parties to this MUAC are authorized representatives and signatories of their respective political subdivisions of the State of Ohio, and have subscribed to and affixed their respective signatures to this MUAC.

12. SPECIAL ACKNOWLEDGEMENTS

The parties intend this MUAC to be binding with respect to its contents; however, it does not constitute a binding obligation beyond the commitments stated herein.

13. AGREEMENT COUNTERPARTS

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The parties also agree to be bound by the provisions of Chapters 304 and 1306 of the Ohio Revised Code as they pertain to Electronic Transactions, and to comply with the Electronic Signature Policy of Stark County.

15. SIGNATORIES

We, the collaborative partners on the Network Readiness Assessment, agree to work together in accordance with this MUAC:

Stark County Date

Cuyahoga County Date

 _____
Lorain County 3-21-12 Date

Summit County Date

Mahoning Date

Trumbull Date

Medina Date

OneCommunity Date

REGULAR MEETING – MONDAY, MARCH 5, 2012

The Board of County Commissioners of Medina County, Ohio, met in regular session on this date with the following members present:

STEPHEN D. HAMBLEY ADAM FRIEDRICK PATRICIA G. GEISSMAN

Mr. Friedrich offered the following resolution and moved the adoption of same, which was duly seconded by Mrs. Geissman.

RESOLUTION NO. 12-0184

**SUPPORTING PARTICIPATION IN A SHARED SERVICES/NETWORK
READINESS ASSESSMENT PROJECT THROUGH THE OHIO LOCAL
GOVERNMENT INNOVATION FUND GRANT PROGRAM**

WHEREAS, Stark County has initiated a project to study the merits of a Network Readiness Assessment for local governments to complete as a prerequisite for establishing or participating in shared services offerings, and

WHEREAS, Stark County, One Community, and other county governments wish to serve as collaborative partners with Medina County in order to facilitate the Network Readiness Assessment study process, and

WHEREAS, these partners wish to seek funding from the State of Ohio's Local Government Innovation Fund grant program, through the Ohio Department of Development, to support this Network Readiness Assessment study, with an emphasis on process implementation, and

WHEREAS, the Local Government Innovation Fund was established to provide financial assistance to Ohio political subdivisions for planning and implementing projects that can create more efficient and effective service delivery within a specific discipline of government for one or more entities, and

WHEREAS, through the Local Government Innovation Fund, the Ohio Department of Development seeks to promote efficiency, collaboration, merged services, and shared services among local governments, and

WHEREAS, Local Government Innovation Fund grant funding represents one of the key sources of funding necessary for evaluating the opportunities for shared service efficiencies.

NOW, THEREFORE, BE IT RESOLVED by this Board of County Commissioners that participation in the Network Readiness Assessment project with Stark County, One Community, and other county governments is hereby supported and that the Board be authorized to subsequently execute a memorandum of understanding with the project partners that details the project objectives, agreements, and expectations.

Voting AYE thereon: Mr. Hambley, Mr. Friedrich, and Mrs. Geissman

Adopted: March 5, 2012

Prepared by: County Administrator

COMMISSIONERS JOURNAL, VOLUME 164, PAGE 872

I, PAMELA M. VEREB, CLERK OF THE BOARD OF COUNTY
COMMISSIONERS OF MEDINA COUNTY, OHIO, DO HEREBY
CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT
COPY OF A RESOLUTION ADOPTED BY SAID BOARD ON 3-5-12
3-9-12 Pamela M. Vereb
CLERK

**MEMORANDUM OF MUTUAL UNDERSTANDING AND COLLABORATION
(MUAC)
Between
STARK COUNTY
And
CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY,
MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY AND
ONECOMMUNITY**

This memorandum of Mutual Understanding and Collaboration (MUAC) describes the relationship between Stark County and Cuyahoga, Summit, Lorain, Mahoning, and Trumbull, Medina counties (“the counties”). Further, this MUAC articulates our mutual objectives and agreements, and the manner in which we will work together to advance the Network Readiness Assessment (“Assessment”) being conducted by OneCommunity, a nonprofit broadband provider, on behalf of Stark County.

1. SHARED OBJECTIVES

- A. We share common concerns for the financial welfare and future sustainability of our respective communities;
- B. We share a desire to achieve the best practices possible in the delivery of municipal services depended upon by our residents;
- C. We share a desire to deliver services to our residents in the most efficient and cost-effective manner possible;
- D. We share a mutual understanding that shared services are enabled by high-capacity broadband; and
- E. We share a desire to have among our six counties: 1) a full understanding of the existing broadband network conditions within our respective communities individually and collectively; 2) knowledge of the full range of possibilities for coordination of services, sharing of services, and leveraging broadband networks; 3) an understanding of the readiness, cost, benefit, and effectiveness of coordinated, shared services and/or merged services, enabled by robust broadband networks, among our communities; and 4) the full depth of information required to help our counties make good decisions regarding the question of our broadband networks.

2. PURPOSE

The purpose of this MUAC is to identify and formalize the roles and responsibilities of Stark County and the six counties during the Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development’s Local Government Innovation Fund.

The Network Readiness Assessment is designed to evaluate the current state of each county’s broadband network infrastructure to ensure that the counties are prepared to

offer and receive high-quality, customer-centric shared services. A data collection, assessment, and analysis methodology will be used to benchmark the readiness of the counties to provide and receive shared services. The Network Readiness Assessment will also include the evaluation of current service-delivery models and identify shared-service opportunities, offered through existing service providers within their county or from the state. The final component of the Network Readiness Assessment will include identification of human/technical resources necessary for effective uses of broadband technology.

3. THE PARTIES

The collaborative partners of the Network Readiness Assessment include: Stark County, Cuyahoga, Summit, Lorain, Mahoning, Medina, and Trumbull counties.

4. STATEMENT OF COMMITMENT

The parties agree to the following roles, responsibilities, and tasks in order to fulfill the purpose of this MUAC.

Stark County agrees to:

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- B. Will submit grant updates and reports in compliance with LGIF regulations

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- F. Will provide data and information required for compliance with LGIF grant regulations
- G. Make a good-faith effort to evaluate and consider implementation of the findings of the Assessment.

OneCommunity agrees to:

OneCommunity will commit to do all of the following:

- A. Complete a Network Readiness Assessment for each of the partner counties
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- F. Identify practices and methodologies that make the Network Readiness Assessment scalable and replicable for other municipalities within each county and/or for other Ohio counties

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OneCommunity

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 President
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City of Parma

Mike Culp
 Chief of Staff
 6611 Ridge Road
 Parma, Ohio 44129
 (440)885-8001

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Stark County Date

Cuyahoga County Date

Lorain County Date

Summit County Date

Mahoning Date

Trumbull Date

 12 MAR 12
Medina Date

Parma Date

OneCommunity Date

RESOLUTION NO. 12-195

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ERIE COUNTY, OHIO, FOR THE PURPOSE OF SUPPORTING PARTICIPATION IN A SHARED SERVICES/NETWORK READINESS ASSESSMENT FOR A LOCAL GOVERNMENT INNOVATION FUND GRANT APPLICATION SUBMITTED BY STARK COUNTY

The Board of County Commissioners of Erie County, Ohio, met this 12th day of April, 2012, in regular session with the following members present:

William J. Monaghan, Patrick J. Shenigo, and Thomas M. Ferrell, Jr.

Mr. Ferrell introduced the following resolution and moved its adoption.

WHEREAS, Stark County is committed to studying the merits of a Network Readiness Assessment for municipalities to complete as a prerequisite for establishing or participating in shared services offerings; and

WHEREAS, Stark County, Cuyahoga County, and OneCommunity, would like to serve as collaborative partners with Erie County to facilitate the Network Readiness Assessment Study process; and

WHEREAS, Stark County, Cuyahoga County, and OneCommunity would like to seek funding from the State of Ohio, Department of Development, Local Government Innovation Fund on behalf of Erie County to support this Network Readiness Assessment study process, particularly as it pertains to process implementation; and

WHEREAS, in accordance with the application procedures for the Local Government Innovation Fund, the Ohio Department of Development requests a resolution of support from the applicant's and collaborative partner's governing entity; and

WHEREAS, the Local Government Innovation Fund was established to provide financial assistance to Ohio political subdivisions for planning and implementing projects that are projected to create more efficient and effective service delivery within a specific discipline of government services for one or more entities; and

WHEREAS, through the Local Government Innovation Fund, the Ohio Department of Development seeks to promote efficiency, collaboration, merger, and shared services among local governments; and

WHEREAS, the Local Government Innovation Fund grant funding represents one of the key sources of funding necessary to study the merits of merging it municipalities and evaluate the opportunities for shared service efficiencies; **NOW, THEREFORE**,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ERIE COUNTY, OHIO:

THAT, this Board hereby enters into a Memorandum of Mutual Understanding and Collaboration (MUAC) with Stark, Cuyahoga, Summit, Lorain, Mahoning, Trumbull, and Medina Counties, and OneCommunity, serving as a collaborative partner and supporting the efforts of Stark County in submitting a Local Government Innovation Fund (LGIF) grant application to fund a shared services network readiness assessment, according to the provisions as outlined in the attached document; and

THAT, this Board authorizes Erie County Chief Information Officer Robert M. Lange to sign the Memorandum of Mutual Understanding and Collaboration, and other documents as necessary pertaining to the LGIF grant application; and

THAT, this Board of County Commissioners hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board; and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including Section 121.22 of the Revised Code.

Mr. Shenigo seconded the motion for the adoption of said resolution; and the roll being called upon its adoption, the vote resulted as follows:

Roll Call: Mr. Ferrell, Aye; Mr. Shenigo, Aye; Mr. Monaghan, Aye

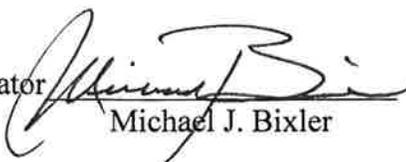
Adopted: April 12, 2012

CERTIFICATE

I, Carolyn L. Hauenstein, Clerk of the Board of County Commissioners of Erie County, Ohio, hereby do certify that the above is a true and correct copy of resolution adopted by said Board under said date, and as same appears in Commissioners' Journal Volume #188.

Carolyn L. Hauenstein Clerk
Board of County Commissioners
of Erie County, Ohio

Approved by County Administrator


Michael J. Bixler

**MEMORANDUM OF MUTUAL UNDERSTANDING AND COLLABORATION
(MUAC)
Between
STARK COUNTY
And
CUYAHOGA COUNTY, SUMMIT COUNTY, LORAIN COUNTY,
MAHONING COUNTY, TRUMBULL COUNTY, MEDINA COUNTY, COUNTY
OF ERIE AND ONECOMMUNITY**

This memorandum of Mutual Understanding and Collaboration (MUAC) describes the relationship between Stark County and Cuyahoga, Summit, Lorain, Mahoning, Erie, Trumbull, and Medina counties (“the counties”). Further, this MUAC articulates our mutual objectives and agreements, and the manner in which we will work together to advance the Network Readiness Assessment (“Assessment”) being conducted by OneCommunity, a nonprofit broadband provider, on behalf of Stark County.

1. SHARED OBJECTIVES

- A. We share common concerns for the financial welfare and future sustainability of our respective communities;
- B. We share a desire to achieve the best practices possible in the delivery of municipal services depended upon by our residents;
- C. We share a desire to deliver services to our residents in the most efficient and cost-effective manner possible;
- D. We share a mutual understanding that shared services are enabled by high-capacity broadband; and
- E. We share a desire to have among our six counties: 1) a full understanding of the existing broadband network conditions within our respective communities individually and collectively; 2) knowledge of the full range of possibilities for coordination of services, sharing of services, and leveraging broadband networks; 3) an understanding of the readiness, cost, benefit, and effectiveness of coordinated, shared services and/or merged services, enabled by robust broadband networks, among our communities; and 4) the full depth of information required to help our counties make good decisions regarding the question of our broadband networks.

2. PURPOSE

The purpose of this MUAC is to identify and formalize the roles and responsibilities of Stark County and the six counties during the Network Readiness Assessment and in support of an application for funding to the Ohio Department of Development’s Local Government Innovation Fund.

The Network Readiness Assessment is designed to evaluate the current state of each county’s broadband network infrastructure to ensure that the counties are prepared to

offer and receive high-quality, customer-centric shared services. A data collection, assessment, and analysis methodology will be used to benchmark the readiness of the counties to provide and receive shared services. The Network Readiness Assessment will also include the evaluation of current service-delivery models and identify shared-service opportunities, offered through existing service providers within their county or from the state. The final component of the Network Readiness Assessment will include identification of human/technical resources necessary for effective uses of broadband technology.

3. THE PARTIES

The collaborative partners of the Network Readiness Assessment include: Stark County, Cuyahoga, Summit, Lorain, Mahoning, Medina, Erie, and Trumbull counties.

4. STATEMENT OF COMMITMENT

The parties agree to the following roles, responsibilities, and tasks in order to fulfill the purpose of this MUAC.

Stark County agrees to:

- A. Act as the fiscal agent responsible for the allocation and accounting of funds received through the Local Government Innovation Grant
- B. Will submit grant updates and reports in compliance with LGIF regulations

The Counties agree to:

- A. Actively participate in the Network Readiness Assessment by providing information/data and access to county network information
- B. Attend quarterly and ad hoc meetings as necessary
- C. Identify a county "lead" that will be responsible for coordinating access to county staff, facilities and information/data and will facilitate communications, updates and other information to their respective county leadership.
- D. Work with the parties to ensure the reasonable availability of county staff and facilities
- E. Will provide data and information required to complete the network readiness assessment
- F. Will provide data and information required for compliance with LGIF grant regulations
- G. Make a good-faith effort to evaluate and consider implementation of the findings of the Assessment.

OneCommunity agrees to:

OneCommunity will commit to do all of the following:

- A. Complete a Network Readiness Assessment for each of the partner counties
- B. Provide technical assistance, research, and facilitation of the Network Readiness Assessment.
- C. Coordinate services to be provided by project managers and subject-matter experts
- D. Convene regular meetings and/or ad hoc meetings as necessary
- E. Help identify opportunities for coordination of services and shared-service delivery
- F. Identify practices and methodologies that make the Network Readiness Assessment scalable and replicable for other municipalities within each county and/or for other Ohio counties

5. PRINCIPAL CONTACTS

The principal contacts for this MUAC are listed below.

Stark County

Micheal E. Hanke
 County Administrator
 110 Central Plaza
 S. Canton, OH 44702
 330-451-7781 (Main Phone)

Cuyahoga County

Jeff Mowry
 Chief Information Officer
 1255 Euclid Avenue
 Cleveland, OH 44115
 216-443-8010 (Main Phone)

Summit County

Name
 Address
 City, OH zip
 (Main Phone)

Lorain County

Name
 Address
 City, OH zip
 (Main Phone)

Mahoning County

Michael V. Sciortino
 County Auditor
 120 Market Street
 Youngstown, OH 44503
 330-740-2010 (Main Phone)

Trumbull County

Bill Miller
 Director - Trumbull County Planning
 Commission
 347 North Park Avenue
 Warren, OH 44481
 330-675-2790 (Main Phone)

Medina County

Adam Friedrich
 County Commissioner
 144 N. Broadway Street, Room 201
 Medina, Ohio 44256
 330.722.9208

OneCommunity

Scot Rourke
 President
 800 W. St. Clair – 2nd Floor
 Cleveland, OH 44113
 216-923-2200

City of Parma

Mike Culp
 Chief of Staff
 6611 Ridge Road
 Parma, Ohio 44129
 (440)885-8001

County of Erie

Robert M. Lange
 Chief Information Officer
 2900 Columbus Ave. 2nd Fl. Annex
 Sandusky, OH 44870
 419-624-6948

6. GRANT FUNDS

The parties agree that any grant funds that may be awarded for the study may be received by Stark County. However, the expenditure of such grant funds must be in accordance with any grant award agreement, and Stark County shall notify each party to this Agreement of the receipt and expenditure of funds.

7. TERMINATION

This MUAC may be terminated by any party for any reason by giving the other parties thirty (30) days written notice. Notices shall be given by written communication deposited in the United States mail, postage paid and delivered by registered mail, return receipt requested. **8. CHANGES AND MODIFICATIONS**

Any changes to this MUAC must be mutually agreed upon and made in writing and signed by all parties.

9. EFFECTIVE DATE AND TERM

This MUAC shall be effective upon execution by the parties and shall be in force until July 31, 2013.

10. PUBLIC RECORDS

All public records in connection with this Agreement are subject to Ohio Public Records Laws and may be made available for review and inspection to anyone making a request pursuant to the provisions of the Ohio Revised Code. In no event shall Stark County, or any of their agents, representatives, consultants, officers, or employees be liable for disclosure of any work products or other documents provided in relationship to this Study or Agreement.

11. AUTHORITY

The parties to this MUAC are authorized representatives and signatories of their respective political subdivisions of the State of Ohio, and have subscribed to and affixed their respective signatures to this MUAC.

12. SPECIAL ACKNOWLEDGEMENTS

The parties intend this MUAC to be binding with respect to its contents; however, it does not constitute a binding obligation beyond the commitments stated herein.

13. AGREEMENT COUNTERPARTS

15. SIGNATORIES

We, the collaborative partners on the Network Readiness Assessment, agree to work together in accordance with this MUAC:

Stark County Date

Cuyahoga County Date

Lorain County Date

Summit County Date

Mahoning Date

Trumbull Date

Medina Date

Parma Date

Robert M. Lang
Erie *4/12/2012*
Date

OneCommunity Date

TIM DeGEETER
MAYOR

www.cityofparma-oh.gov
mayorsoffice@cityofparma-oh.gov



6611 Ridge Road
Parma, Ohio 44129

440-885-8001
Fax: 440-885-8012

April 18, 2012

To Whom It May Concern:

Attached please find an executed Memorandum of Mutual Understanding and Collaboration (MUAC) between Stark County and Cuyahoga County, Lorain County, Mahoning County, Trumbull County, Medina County, Erie County, the City of Parma, and OneCommunity as required under the application process for the Local Government Innovation Fund grant application.

This letter is to inform you that the requisite Parma City Council resolution supporting this grant application will be submitted for Council approval at the regularly scheduled Council meeting on May 7, 2012. The resolution will be passed under emergency/suspension which will allow for it to be enacted the next business day. Once all signatures are obtained on the resolution we will forward to your office.

Sincerely,

Mayor Tim DeGeeter

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Summit County

Name
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 County Auditor
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Trumbull County

Bill Miller
 Director - Trumbull County Planning
 Commission 347 North Park Avenue
 Warren, OH 44481
 330-675-2790 (Main Phone)

Medina County

Adam Friedrich
 County Commissioner
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 330.722.9208

OneCommunity

Scot Rourke
 President
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 Cleveland, OH 44113
 216-923-2200

City of Parma

Mike Culp
 Chief of Staff
 6611 Ridge Road
 Parma, Ohio 44129

County of Erie

Robert M. Lange
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12. SPECIAL ACKNOWLEDGEMENTS

The parties intend this MUAC to be binding with respect to its contents; however, it does not constitute a binding obligation beyond the commitments stated herein.

13. AGREEMENT COUNTERPARTS

This Agreement may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement.

14. ELECTRONIC SIGNATURES

By signing this Agreement, the parties agree to conduct this transaction by electronic means. Therefore, the parties agree that all documents requiring the parties signatures may be executed by electronic means, and that the electronic signatures affixed by the parties to said documents shall have the same legal effect as if the signature was manually affixed to a paper version of the document.

The parties also agree to be bound by the provisions of Chapters 304 and 1306 of the Ohio Revised Code as they pertain to Electronic Transactions, and to comply with the Electronic Signature Policy of Stark County.

15. SIGNATORIES

We, the collaborative partners on the Network Readiness Assessment, agree to work together in accordance with this MUAC:

Stark County Date

Cuyahoga County Date

Lorain County Date

Summit County Date

Mahoning Date

Trumbull Date

Medina Date

T. J. Ash
Parma **4.18.12**
Date

Erie Date

OneCommunity Date

Tom Miller

From: Tom Miller
Sent: Tuesday, April 03, 2012 4:30 PM
To: 'Denise.Brookins@development.ohio.gov'
Subject: Resolutions for Stark County Network Readiness Assessment
Attachments: Medina Co. Res 12-0184 (Participate in LGIF Grant).pdf; MUAC- Signed by Medina County.pdf

Denise,

Please include the attached Resolution and Memorandum of Understand and Cooperation (from Medina County) to the LGIF Stark County Network Readiness Assessment Proposal.

Please let me know if you have questions.

Thanks

Tom

[Tom Miller](#)

Community Technology Executive

[OneCommunity](#)

800 W. St. Clair Avenue, 2nd Floor

Cleveland, Ohio 44113

[o] 216.923.2374 [f] 216.923.2375 [m] 216-509-5039

tmiller@onecommunity.org



Department of
Development

John R. Kasich, Governor

Christiane Schmenk, Director

April 2, 2012

Michael Hanke
Stark County Commissioners
110 Central Plaza
S.Canton, Ohio 44702

RE: Application Cure Letter

Dear Michael Hanke:

The Ohio Department of Development (Development) has received and is currently reviewing your application for Round 1 of Local Government Innovation Fund program. During this review Development has determined that additional information is needed for your application. The identified item(s) requiring your attention are listed on the attached page(s). Please respond only to the issues raised. Failure to fully address all the identified items could lead to a competitive score reduction or ineligibility for Round 1 of the Local Government Innovation Fund program. **A written response from the applicant to this completeness review is due to Development no later than 5:00 p.m. on April 30, 2012.** Please send the response in a single email to lgif@development.ohio.gov and include "Cure—Project Name" in the subject line.

While this cure letter represents the additional information needed for Development review, the Local Government Innovation Council continues to reserve the right to request additional information about your application.

Thank you once again for your participation in Local Government Innovation program. Please contact the Office of Redevelopment at lgif@development.ohio.gov or 614-995-2292 if you have further questions regarding your application or the information requested in this letter.

Sincerely,

Thea J. Walsh, AICP
Deputy Chief, Office of Redevelopment
Ohio Department of Development

77 South High Street
P.O. Box 1001
Columbus, Ohio 43216-1001 U.S.A. 614 | 466 2480
800 | 848 1300
www.development.ohio.gov

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Local Government Innovation Fund Completeness Review

Applicant: Stark County Commissioners
Project Name: Network Readiness Assessment
Request Type: Grant

Issues for Response

1. Budget

Please provide a line item budget that includes at minimum: 1) the sources of all funds being contributed to the project include **all** sources—cash, in-kind, etc.; 2) the uses of all funds (provide a line item for each use); 3) the total project costs (including the funding request **and** the local match. Please be sure that all uses of funds are eligible expenses as set forth in the program guidelines.

Example:

Collaboration Village's Project Budget

Sources of Funds

| | |
|--------------------------|-----------|
| LGIF Request | \$100,000 |
| Match Contribution (10%) | \$ 11,111 |
| Total | \$111,111 |

Uses of Funds

| | |
|---------------------------|-----------|
| Consultant Fees for Study | \$111,111 |
| Total | \$111,111 |

Total Project Cost: \$111,111

2. Match

A minimum of 10% match is required for all projects. Matching funds must be 10% of the **total project cost** (not 10% of the funding request). Please document your 10% match and provide evidence of the contribution.

For **in-kind contributions**, please provide documentation as outlined in section 2.06 of the Local Government Innovation Fund program policies. Certification of in-kind contributions may only be made for past investments. Anticipated in-kind contributions must be certified **after** the contribution is made.

3. Population Information and Documentation

Please provide documentation supporting population information provided using the 2010 U.S. Census. To access census information, you may visit the following website <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>.

4. Resolutions of Support

Resolutions of support must be provided by the governing body of the main applicant and each collaborative partner. If the collaborative partner is a private entity with no governing body, a letter of support **for the project** is required.

5. Partnership Agreements

Partnership agreements must be signed by all parties listed as collaborative partners. Please provide a partnership agreement that at minimum: 1) lists all collaborative partners; 2) lists the nature of the partnership; and 3) is signed by all parties. Please note, partnership agreements must be specific to the project for which funding is requested.