

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
TUESDAY, APRIL 10, 2024**

A work session of the Cochise County Board of Supervisors was held on Tuesday, April 10, 2024, at 11:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Ann English, Chairman; Tom Crosby, Vice-Chairman; Peggy Judd, Supervisor

Staff Present: Richard G. Karwaczka, County Administrator
Sharon Gilman, Deputy County Administrator
Christine Roberts, Chief Civil Deputy County Attorney
Lara Loewenheim, Deputy Clerk of the Board

Attendees: Joe Casey, Associate County Administrator

Chairman English called the meeting to order at 10:00 a.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION

Members of the public may also [attend this meeting](#) via Microsoft Teams computer or mobile app, or via phone by calling 602-609-7513 or 888-680-6714, Conference ID 143 871 040#. If you have trouble accessing this meeting remotely, call 520-432-9200 for direction.

Work Sessions are a time for County staff to inform and discuss agenda items with the Board of Supervisors and public comments will not be taken.

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Discussion and possible direction regarding the Enterprise Resource Planning (ERP) Software Project.

Joe Casey, Assistant County Administrator, discussed hiring MSS Business Transformation Advisory (MSSBTA) to assist in the process, assessing various software options and defining requirements for the ERP project. Mr. Casey introduced David Lyons from MSSBTA. Mr. Lyons presented the analysis and results of this evaluation process using a PowerPoint presentation. Mr. Lyons provided an overview of their objective evaluation process for the county's systems and vendor selection. Mr. Lyons stated the evaluation involved mapping out current processes, identifying requirements, and creating a request for proposal. Super users from Human Resources, Finance, Information Technology and Procurement departments were involved in evaluating vendors, ensuring a comprehensive assessment. He noted that representatives from different areas provided input into criteria and demonstration scripts for vendors.

In response to the Board, Mr. Casey stated the County Assessor system is separate from the ERP system, which focuses more on core business functions rather than

property assessment.

Mr. Lyons reviewed the stages for ERP vendor selection. Mr. Lyons stated the initial scoring, two vendors emerged as top contenders: Tyler Technologies and Workday. Tyler Technologies was chosen due to its dedicated focus on government requirements. The decision was based on a detailed evaluation process which considered factors such as product functionality, technical evaluation, pricing, and market viability.

Mr. Casey stated the plan involves using Local Government Assistance and Tribal Consistency Funds (LATCF) for the initial \$3 million over the first two years. He stated the ongoing maintenance costs, approximately \$400,000 annually, would be covered by the general fund.

In response to the Board, Mr. Casey provided a comparison between cloud and on-premise solutions that involves weighing their respective security concerns and benefits. He stated that cloud providers invest millions or billions in cybersecurity. He noted cloud solutions often offer encryption and immediate patch updates, enhancing security and functionality.

The Board and staff had a discussion regarding MMSBTA's guidance and the purchasing of new software for the Finance Department.

In response to the Board, Mr. Lyons stated the evaluation process involved mapping out current processes and requesting vendors to provide their approach. He noted over 3,000 additional criteria were considered, including existing practices and potential improvements. The criteria were developed from a database of over 30,000 items, ensuring a comprehensive evaluation beyond the initial requirements.

In response to the Board, Mr. Casey stated the next step would be to get formal approval for a contract with Tyler Technologies.

In response to Deputy County Attorney, Amy Mignella's questions, Joe Casey stated the expenses associated with hiring external assistance for implementation. He noted the approach involves engaging external experts to guide the process, ensuring comprehensive support in defining processes and facilitating the transition alongside the Tyler team. Mr. Casey stated the feedback received indicated satisfaction with the vendor's adherence to expectations, with no unexpected add-ons reported.

Chairman English adjourned the meeting at 11:41 a.m.

APPROVED:

Ann English, Chairman

ATTEST:

Sharon Gilman, Interim Clerk of the Board