

RESOLUTION APPROVING AN AGREEMENT WITH THOMSON REUTERS FOR WEST COMPLETE SERVICES, COMMON PLEAS COURT

WHEREAS, Kathy Thompson, Common Pleas Court Administrator, has submitted an agreement with Thomson Reuters for West Complete Services for the approval of this Board; to-wit:

Provider: Thomson-West, 610 Opperman Drive, P.O. Box 64833, St. Paul, MN 55164

Service: Westlaw Legal Research Services

Term: A term of 3 years from date signed

Cost: Not to exceed: \$618.74 per month; and

WHEREAS, The submitted agreement has been reviewed by the Board and is found to be necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the Service Agreement with Thomson Reuters is hereby approved in accordance with a copy of said agreement now on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2026-214

May 05, 2026

**RESOLUTION APPROVING AN AGREEMENT WITH THOMSON REUTERS FOR
WEST COMPLETE SERVICES, COMMON PLEAS COURT**

Upon the motion of J.P. Ducro IV, seconded by Kathryn L. Whittington.

VOTE:

Casey R. Kozlowski	Aye
Kathryn L. Whittington	Aye
J.P. Ducro IV	Aye

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

Crystal Sturgill

Crystal Sturgill, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

<u>Check West account status below as applicable:</u>		Rep Name & Number Quinnesha Hill - 6108028		*** R E Q U I R E D ***	
New <input type="checkbox"/> (NACI Form attached)					
Existing with no changes <input type="checkbox"/>		Existing with changes <input type="checkbox"/> (Permanent name change must attach a Customer Name Change Form)			
Acct # 1000744967	Quote # _____	PO # _____	Date 04/20/2026		
Name/Subscriber ASHTABULA COUNTY COMMISSIONERS		Bill To Acct # _____			
Order Confirmation Contact Name Wendy Stanfield					
E-Mail WLStanfield@ashtabulacounty.us					
Westlaw Password Contact Name (for password delivery) _____					
E-Mail _____					
Permanent Address Change <input type="checkbox"/>		One-Time Ship To <input type="checkbox"/>	Additional Ship To <input type="checkbox"/>		Additional Bill To <input type="checkbox"/>
Name _____		Attn: _____			
Address _____		Suite/Floor _____			
City _____	State _____	County _____	Zip _____		

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West Complete Print					
Program ID: WCMP					
Full Svc #	Print Products	List Charges	Other	Monthly Charges	Minimum Term (Months)
40666420	West Complete			\$618.74	36

See Attachment (988) for print product detail, which is incorporated by reference.

During your subscription terms, you will receive subscription services consisting of automatic shipments of updates and supplements to the print product, including but not limited to pocket parts, pamphlets, replacement volumes, or loose-leaf pages, as available. For eBook products you will receive updates to the most current version of each edition of the eBooks which are available during your subscription term. If you terminate any West Complete Print products during the Minimum Term or subsequent Renewal Term, the Monthly Charges will not be adjusted. We will contact you if any of the titles are no longer commercially available. You will then have 60 days to choose a replacement title of equal or lesser value.

Your subscription is effective upon the date we process your order ("Effective Date") and Monthly Charges will be prorated for the number of days remaining in that month, if any. Your subscription will continue for the number of months listed in the Minimum Term column above counting from the first day of the month following the Effective Date. Your Monthly Charges during the first twelve (12) months of the Minimum Term are as set forth above. If your Minimum Term is longer than 12 months, then your Monthly Charges for each year of the Minimum Term are displayed in the Pricing Attachment (#1113) to the Order Form.

Initials for Automatic Renewal Term. I understand that West will continue to provide subscription services for the products listed above after the Minimum Term. Each Automatic Renewal Term will be 12 months in length ("Automatic Renewal Term") and we will notify you of any changes to your Charges at least 60 days before each Automatic Renewal Term begins. Either of us may cancel in writing at least 30 days before an Automatic Renewal Term starts.

For any ProView Enterprise products listed above: Upon termination, your right to access and use eBooks, including content and retention of content, will terminate, and West retains the right to delete any user notes that may be attached to terminated eBooks.

Your West sales representative will provide frequency of updates upon request. Transportation charges, returns and refunds information is in the "Miscellaneous" section below.

		West Complete Print Renewals		
Sub Matl #	Print Products	Initial Renewal Year Monthly Charges	Renewal Effective Date	Renewal Term (Months)
40666551	West Complete			
Notes:				

Monthly Charges for the Initial Renewal Year are set forth above and begin on your Renewal Effective Date. The Renewal Term will continue for the number of months identified in the Renewal Term column above. If your Renewal Term is longer than 12 months, then your Monthly Charges for each year of the Renewal Term are displayed in the Pricing Attachment (#1113) to the Order Form.

During your subscription terms, you will receive subscription services consisting of automatic shipments of updates and supplements to the print product, including but not limited to pocket parts, pamphlets, replacement volumes, or loose-leaf pages, as available. For eBook products you will receive updates to the most current version of each edition of the eBooks which are available during your subscription term. If you terminate any of your West Complete Print products during any Renewal Term, the Monthly Charges will not be adjusted.

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ProView eBook Users			
Last Name	First Name, M.I.	ProView eBook Product(s)	*Optional E-Mail Address

*An e-mail address is required only if an individual user prefers to receive his or her registration key to a personal e-mail address. If necessary, attach additional page(s) including full names, products and optional e-mail addresses.

ProView Enterprise IP Subscriptions. You certify your total number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in the Order Form as the Unit of Pricing Type. Our pricing for ProView Enterprise IP banded products is made in reliance upon your certification. If we learn that the actual number is greater or increases at any time, we reserve the right to increase your charges as applicable.

Miscellaneous	
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1. Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-governmental entity, this Order Form will be interpreted under Minnesota state law and any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

2. Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

3. Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

4. Returns and Refunds. You may return a print or CD-ROM product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor and Data Privacy Advisor charges are not refundable. Please see <http://state.legalsolutions.thomsonreuters.com/state/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

5. Cancellation Notice. Submit your notice of cancellation to: <https://www.thomsonreuters.com/en-us/help/account-management/legal/orders/request-a-subscription-cancellation.html> or via postal mail to Customer Service, 2900 Ames Crossing Rd, Eagan, MN 55121.

6. Transportation Charges. Print and CD-ROM products are shipped F O B origin. Transportation charges will be added for expedited shipments made at your request and for international product delivery. Expedited shipments and international product shipments will be charged at the then current carrier rates.

7. Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <http://legalsolutions.com/ThomsonReuters-General-Terms-Conditions.PST.pdf>. If the product is not part of your order, the product specific terms do not apply.


- Campus Research
- CD-ROM
- Contract Express
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

8. Assignment. This Order Form is subject to our approval. You may not assign, sublicense or otherwise transfer this Order Form without our prior written consent.

9. Print Products. You may not copy, reproduce, distribute, modify, display, or otherwise use the print content supplied under this Order Form in any way that infringes or violates the copyright or other intellectual property rights of Thomson Reuters or any third party. Thomson Reuters reserves the right to terminate your subscription services for Print immediately upon any breach of this clause, in addition to any other rights or remedies available at law or in equity.

ACKNOWLEDGMENT

I warrant that I am authorized to accept these terms and conditions on behalf of Subscriber.

Printed Name Casey Kozlowski
Title President
Date 5-5-26
Signature X 

Signature Page

AGREEMENT TITLE: West Order Form- For West Complete Print and ProView eBook Products Only

APPROVED as to Legal Form Only.

Approved by: _____



April R. Grabman
Ashtabula County Prosecutor

Dated: _____

April 23, 2016

Reviewed by Earl F. Stoll, Assistant Prosecutor

ES

FISCAL OFFICER'S CERTIFICATE
5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the 2026, under the Agreement, has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of the following funds: 4106-022-100-601, County Court Computer Fund.

In the amount of \$4,949.92 for year 2026 and free from any previous encumbrances.

Agreement Title: Agreement with Thomson Reuters, Common Pleas Court.



Scott Yamamoto, Ashtabula County Auditor

Contact: Lisa Hawkins, Clerk

Date: April 27, 2026

Check West account status below as applicable:		Rep Name & Number Quinnesha Hill - 6108028		REQUIREDD
New <input type="checkbox"/> (NACI Form attached)				
Existing with no changes <input type="checkbox"/>		Existing with changes <input type="checkbox"/> (Permanent name change must attach a Customer Name Change Form)		
Acct # 1000744967	Quote # _____	PO # _____	Date 04/20/2026	
Name/Subscriber ASHTABULA COUNTY COMMISSIONERS		Bill To Acct # _____		
Order Confirmation Contact Name Wendy Stanfield				
E-Mail WLStanfield@ashtabulacounty.us				
Westlaw Password Contact Name (for password delivery) _____				
E-Mail _____				
Permanent Address Change <input type="checkbox"/>		One-Time Ship To <input type="checkbox"/>		
Additional Ship To <input type="checkbox"/>		Additional Bill To <input type="checkbox"/>		
Name _____		Attn: _____		
Address _____		Suite/Floor _____		
City _____		State _____ County _____ Zip _____		

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