



Information Technology – Legislative Committee Meeting

06.06.23

- APPROVAL OF MINUTES
 - 05.02.23 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - DSS Migration
 - CrowdStrike
 - Public Works Camera Project
 - Server Host Project
- NEW BUSINESS
 - Public Works Camera Project
 - County Fire / Security Alarm in Dispatch
 - Offline / Off-Site Disaster Recovery Site
- PERSONNEL
 - GIS Technician Appointment
- RESOLUTIONS
 - F40 – TRANSFER FUNDS AND PURCHASE SECURITY CAMERAS HHS BUILDING
- PROCLAMATIONS
 - Nothing to Report
- ADJOURNMENT



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

May 2nd, 2023, at 9:30 am

ATTENDANCE:

- Legislators: W. Jake Brown, Tracy Monell, Ron Ciotoli, Dennis M. Mullen and Martha Sauerbrey
- Staff: Jeremy Loveland, CIO and Brandon Clark Deputy Director
- Guests: Cathy Haskell

- APPROVAL OF MINUTES: Approval of April 4th, 2023, Information Technology Committee Minutes: Legislator Ron Ciotoli made the motion, seconded by Legislator Dennis Mullen to approve the April 4th, 2023 Information Technology Committee Minutes as written. Motion carried.

- FINANCIAL
 - Review of budget status and financial news:
 - The budget is tracking as expected.

- OLD BUSINESS
 - Office 365 (Implementation and Training)
 - Tioga County completed the Public Safety implementation this month. This puts the implementation project at 99% completion, with the majority of the Legislation and a few stragglers remaining to be migrated.
 - Several Office 365 trainings have been completed and are planned for the remainder of this year. Trainings on specific applications such as Microsoft OneDrive, Microsoft Outlook and Microsoft Teams have been offered via in-person and virtual training platforms. The ITCS Department is offering Department specific training as well.
 - DSS Migration
 - The ITCS Department is continuing its effort to migrate the DSS NYS users to the County network. The project is currently at 66% completion, with the

remaining computers planned to be migrated by the third quarter of 2023.

- CrowdStrike

- The ITCS Department is working with the NYC JSOC and NYS ITS to implement CrowdStrike on all County computers. CrowdStrike provides an additional resource for the County's Information Security stance.

- Board of Elections – NYS Circuit Troubleshooting

- ITCS and NYS ITS are continuing to isolate the root cause of a Virtual Private Network issue. Multiple Courses of Action (COA) have been identified. Pending further investigation, one of those COA's will be selected for a path forward.

- NEW BUSINESS

- Tioga County Public Works Security Cameras

- All camera hardware has arrived and has been configured. The ITCS Department is coordinating with the installer to complete the installation of the hardware by the end of May 2023.

- Health and Human Services (HHS) Building Security Cameras

- Security Cameras have been ordered to replace and upgrade the existing security cameras in the building. The cameras will be installed as soon as possible following their arrival.

- County Fire / Security Alarm in Dispatch

- ITCS is working with EMS and Buildings and Grounds to identify possible COAs to replace the existing Bosch alarm system located in dispatch.

- Tioga County Host Server Project

- All server hardware has arrived. Charles Root is the project lead and is developing a Plan of Action and Milestones (POA&M) identifying the process for replacing and upgrading the existing hardware.

- PERSONNEL
 - Network Administrator Position Remains Vacant
 - This position remains vacant.
- RESOLUTIONS/PROCLAMATIONS
 - E13 – AMEND RESOLUTION NO.34-23 TRANSFER FUNDS TO FUND AND FILL VACANT NETWORK ADMINISTRATOR POSITION WITHIN INFORMATION TECHNOLOGY AND COMMUNICATION SERVICES DEPARTMENT
 - E14 – AUTHORIZE AGREEMENT WITH FRSECURE LLC. FOR INTERNAL AND EXTERNAL CYBER SECURITY PENETRATION TESTING
 - E15 – TRANSFER FUNDS AND AUTHORIZE AGREEMENT WITH VERTIV, INC TO REPLACE AC/DC CAPACITORS AND FAN ON UNINTERRUPTABLE POWER SUPPLY UNIT AT 56 MAIN STREET
 - E33 – AMEND RESOLUTION NO. 399-22 AUTHORIZE AGREEMENT WITH ALL MODE COMMUNICATIONS INC. FOR MITEL TELECOMMUNICATION SYSTEM
- EXECUTIVE SESSION
 - Legislator Mullen motioned to move into Executive Session, seconded by Legislator Ciotoli to discuss public safety matters 9:44 a.m.
 - Legislator Ciotoli motioned to adjourn Executive Session at 9:51 a.m., seconded by Legislator Brown.
- ADJOURNMENT 9:51 a.m.

Review of 2022 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2023 06							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL
A1680 Information Technology							
A1680 412702 Shared Services- I	-210,072	0	-210,072	-71,524.58	.00	-138,547.42	34.0%*
A1680 412707 Shared Services- E	-90,000	0	-90,000	-3,588.00	.00	-86,412.00	4.0%*
A1680 422280 Data Processing/Pr	0	0	0	-65.42	.00	65.42	100.0%
A1680 424100 Rental Of County O	-5,000	0	-5,000	-4,050.00	.00	-950.00	81.0%*
A1680 430891 SSG21 State Aid Gr	0	-42,122	-42,122	.00	.00	-42,122.00	.0%*
A1680 510010 Full Time	548,395	0	548,395	197,660.81	.00	350,734.19	36.0%
A1680 540040 Books	250	0	250	.00	.00	250.00	.0%
A1680 540070 Car Maintenance	500	0	500	.00	.00	500.00	.0%
A1680 540140 Contracting Serv	58,880	-800	58,080	805.50	7,350.70	49,923.80	14.0%
A1680 540140 M7674 Contracting S	0	528,651	528,651	61,928.00	.00	466,722.92	11.7%
A1680 540140 SSG21 Contracting S	0	16,609	16,609	.00	.00	16,609.00	.0%
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%
A1680 540220 Automobile Fuel	400	0	400	271.38	.00	128.62	67.8%
A1680 540320 Leased/Service Equ	5,500	0	5,500	744.43	.00	4,755.57	13.5%
A1680 540350 Office Equip Maint	41,800	13,139	54,939	32,692.33	.00	22,246.92	59.5%
A1680 540390 Mileage Expense	150	0	150	.00	.00	150.00	.0%
A1680 540420 Office Supplies	1,500	0	1,500	.00	.00	1,500.00	.0%
A1680 540480 Postage	50	0	50	.60	.00	49.40	1.2%
A1680 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%
A1680 540620 Software Expense	172,313	0	172,313	92,266.36	13,272.80	66,773.84	61.2%
A1680 540640 Supplies (Not Offi	4,500	0	4,500	2,474.13	.00	2,025.87	55.0%
A1680 540640 SSG21 Supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%
A1680 540660 Telephone	70,700	0	70,700	18,443.72	.00	52,256.28	26.1%
A1680 540661 Telephone Maintena	24,500	0	24,500	23,304.00	.00	1,196.00	95.1%
A1680 540733 Training/All Other	5,000	800	5,800	.00	.00	5,800.00	.0%
A1680 581088 State Retirement F	46,168	0	46,168	17,446.05	.00	28,721.89	37.8%
A1680 583088 Social Security Fr	39,959	0	39,959	15,995.20	.00	23,963.50	40.0%
A1680 584088 Workers Compensati	9,795	0	9,795	4,162.45	.00	5,632.27	42.5%
A1680 585588 Disability Insuran	543	0	543	221.85	.00	321.03	40.9%
A1680 586088 Health Insurance F	166,015	0	166,015	46,508.41	.00	119,506.79	28.0%
A1680 588988 Eap Fringe	116	0	116	51.85	.00	64.63	44.5%
TOTAL Information Technology	893,112	518,777	1,411,889	435,799.07	20,623.50	955,466.52	32.3%
TOTAL General Fund	893,112	518,777	1,411,889	435,799.07	20,623.50	955,466.52	32.3%
TOTAL REVENUES	-305,072	-42,122	-347,194	-79,228.00	.00	-267,966.00	
TOTAL EXPENSES	1,198,184	560,899	1,759,083	515,027.07	20,623.50	1,223,432.52	

FOR 2023 06							
	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL
GRAND TOTAL	893,112	518,777	1,411,889	435,799.07	20,623.50	955,466.52	32.3%

H1680 – Year-to-Date Capital Budget Report

FOR 2023 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
H Capital Fund	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
H1680 Information Technology								
H1680 430970 SSG21 State Aid - C	0	-61,400	-61,400	.00	.00	-61,400.00	.0%*	
H1680 520270 Telephone Equipmen	6,666	0	6,666	.00	.00	6,666.00	.0%	
H1680 520620 Software Expense	128,250	0	128,250	85,353.50	1,590.00	41,306.50	67.8%	
H1680 520620 M7674 Software Expe	0	70,000	70,000	.00	.00	70,000.00	.0%	
H1680 521090 Computer	66,167	55,471	121,637	71,031.70	26,253.17	24,352.54	80.0%	
H1680 521090 SSG21 Computer-Shar	0	2,303	2,303	.00	.00	2,302.52	.0%	
TOTAL Information Technology	201,083	66,373	267,456	156,385.20	27,843.17	83,227.56	68.9%	
TOTAL Capital Fund	201,083	66,373	267,456	156,385.20	27,843.17	83,227.56	68.9%	
TOTAL REVENUES	0	-61,400	-61,400	.00	.00	-61,400.00		
TOTAL EXPENSES	201,083	127,773	328,856	156,385.20	27,843.17	144,627.56		
FOR 2023 06								
	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
GRAND TOTAL	201,083	66,373	267,456	156,385.20	27,843.17	83,227.56	68.9%	

REFERRED TO: ITCS COMMITTEE
PUBLIC WORKS COMMITTEE
FINANCE COMMITTEE
HEALTH AND HUMAN SERVICES COMMITTEE

RESOLUTION NO. -23 TRANSFER FUNDS AND
PURCHASE SECURITY CAMERAS
HHS BUILDING

WHEREAS: The County Information Technology and Communication Services Department has determined the need for security cameras at the Health and Human Services Building; and

WHEREAS: The purchase will be funded utilizing ITCS Capital Hardware Reserve funds which will be allocated into account H1621 520255; and

WHEREAS: Legislative approval is needed to amend or modify budget and appropriate funds; therefore be it

RESOLVED: That the following funds be transferred and the 2023 budget be modified as follows:

FROM:	H.387805	Capital Hardware Reserve	\$14,732.56
TO:	H1621.520255	Security Equipment	\$14,732.56

And be it further

RESOLVED: That the Tioga County Legislature authorizes the purchase of 8 Verkada CD61 Indoor Dome Cameras with 8, 10-year licenses from account H1621.520255.