



Information Technology – Legislative Committee Meeting

09.06.22

- APPROVAL OF MINUTES
 - 08.02.22 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - Village of Owego Onboarding Update
 - Town of Candor Onboarding Update
- NEW BUSINESS
 - Information Security Officer Report
 - 56 Main Street Data Center HVAC
 - Town of Nichols Shared Services
 - 2019 LGE MWBE Grant Waiver
- PERSONNEL
 - Nothing to Report
- RESOLUTIONS
 - I41 - AUTHORIZE APPOINTMENT OF SOFTWARE SUPPORT LIAISON INFORMATION TECHNOLOGY & COMMUNICATION SERVICES

- I42 - AUTHORIZE APPOINTMENT OF DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY & COMMUNICATION SERVICES

- PROCLAMATIONS

- Nothing to Report

- ADJOURNMENT



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

August 2, 2022 at 9:30am

- ATTENDANCE:
 - Legislators: W. Jake Brown, Tracy Monell, Ron Ciotoli, Dennis M. Mullen, and William Standinger
 - Staff: Cuyler Kochin, DD and Susan Haskett, ISO
 - Guests: Peter DeWind, Cathy Haskell
- APPROVAL OF MINUTES: Approval of July 5th, 2022 Information Technology Committee Minutes: Legislator Monell made the motion, seconded by Legislator Dennis Mullen to approve the July 5th, 2022 Information Technology Committee Minutes as written. Motion carried.
- FINANCIAL
 - Review of Budget Status and Financial News
 - A graph was shown with the year-to-date budget report. 59.2% of the general fund budget has been used. 66.2 of the capital fund budget has been used.
 - 2023 Budget Presentation
 - The analysis of the 5-year plan for ITCS was explained
 - The operational budget proposal was presented for 2023
 - A 5-year plan for the capital budget was reviewed for the years 2023 through 2028. A breakdown of equipment, software and GIS was given
 - A manning proposal was given for 2023 with an explanation of changes.
- OLD BUSINESS
 - Storage Area Network (SAN) Devices
 - SAN is almost finished
 - Village of Owego Onboarding Update
 - The Village of Owego is almost complete
- NEW BUSINESS
 - Information Security Officer Report
 - New Program from NYS – Shared services to enhance cyber defense in the Counties.

- 30 million
- It is statewide approach to cyber security.
 - Makes sense
 - Saves money
 - Helps establish a strong defense
- Disaster Recovery Plan has been given to us by The Bonadio Group (Foxpointe Solutions)
 - Template style format. Reviewing the plan has begun.
- PERSONNEL
 - Deputy Director of ITCS
 - The Deputy Director has resigned and will be leaving at the end of the month.
- Resolutions
 - Nothing to Report
- Proclamations
 - Nothing to Report
- Adjournment
 - 10:07 AM

Review of 2022 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2022 09								
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	-75,796.29	.00	-134,275.71	36.1%*	
A1680 412707 Shared Services- E	-90,000	0	-90,000	.00	.00	-90,000.00	.0%*	
A1680 422280 Data Processing/Pr	0	0	0	-146.68	.00	146.68	100.0%	
A1680 424100 Rental Of County O	-5,000	0	-5,000	-4,500.00	.00	-500.00	90.0%*	
A1680 427010 Refunds Of Prior Y	0	0	0	-5,964.03	.00	5,964.03	100.0%	
A1680 430891 SSG21 State Aid Gr	0	-42,122	-42,122	.00	.00	-42,122.00	.0%*	
A1680 510010 Full Time	516,192	0	516,192	288,610.28	.00	227,581.72	55.9%	
A1680 510050 All Other(On Call,	0	0	0	1,500.00	.00	-1,500.00	100.0%*	
A1680 520270 M7674 Telephone Equ	0	40,000	40,000	34,959.25	.00	5,040.75	87.4%	
A1680 540040 Books	250	0	250	.00	.00	250.00	.0%	
A1680 540070 Car Maintenance	500	0	500	53.02	.00	446.98	10.6%	
A1680 540140 Contracting Servic	58,880	0	58,880	8,606.64	3,997.00	46,276.36	21.4%	
A1680 540140 M7674 Contracting S	0	563,628	563,628	331,328.00	11,129.08	221,170.92	60.8%	
A1680 540140 SSG21 Contracting S	0	39,622	39,622	23,013.00	.00	16,609.00	58.1%	
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%	
A1680 540220 Automobile Fuel	400	0	400	212.42	.00	187.58	53.1%	
A1680 540320 Leased/Service Equ	5,500	0	5,500	-564.64	.00	6,064.64	-10.3%	
A1680 540350 Office Equip Maint	41,800	0	41,800	37,301.19	.00	4,498.81	89.2%	
A1680 540390 Mileage Expense	150	0	150	.00	.00	150.00	.0%	
A1680 540420 Office Supplies	1,500	0	1,500	260.31	.00	1,239.69	17.4%	
A1680 540480 Postage	50	0	50	.00	.00	50.00	.0%	
A1680 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%	
A1680 540620 Software Expense	172,313	0	172,313	88,065.71	.00	84,247.29	51.1%	
A1680 540640 Supplies (Not Offi	4,500	0	4,500	1,875.32	.00	2,624.68	41.7%	
A1680 540640 SSG21 Supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%	
A1680 540660 Telephone	70,700	0	70,700	36,203.22	.00	34,496.78	51.2%	
A1680 540661 Telephone Maintena	24,500	0	24,500	18,724.80	.00	5,775.20	76.4%	
A1680 540733 Training/All Other	5,000	0	5,000	200.00	.00	4,800.00	4.0%	
A1680 581088 State Retirement F	46,168	0	46,168	31,225.05	.00	14,942.89	67.6%	
A1680 583088 Social Security Fr	39,959	0	39,959	22,758.64	.00	17,200.06	57.0%	
A1680 584088 Workers Compensati	9,795	0	9,795	6,219.19	.00	3,575.53	63.5%	
A1680 585588 Disability Insuran	543	0	543	331.47	.00	211.41	61.1%	
A1680 586088 Health Insurance F	166,015	0	166,015	86,980.28	.00	79,034.92	52.4%	
A1680 588988 Eap Fringe	116	0	116	71.12	.00	45.36	61.1%	
TOTAL Information Technology	860,909	603,628	1,464,537	931,577.27	15,126.08	517,833.57	64.6%	
TOTAL General Fund	860,909	603,628	1,464,537	931,577.27	15,126.08	517,833.57	64.6%	
TOTAL REVENUES	-305,072	-42,122	-347,194	-86,407.00	.00	-260,787.00		
TOTAL EXPENSES	1,165,981	645,750	1,811,731	1,017,984.27	15,126.08	778,620.57		

FOR 2022 09								
	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
GRAND TOTAL	860,909	603,628	1,464,537	931,577.27	15,126.08	517,833.57	64.6%	

H1680 – Year-to-Date Capital Budget Report

FOR 2022 09								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
H Capital Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
H1680 Information Technology								
H1680 430970 SSG21 State Aid - C	0	-61,400	-61,400	.00	.00	-61,400.00	.00%	
H1680 520620 Software Expense	100,000	0	100,000	76,683.33	.00	23,316.67	76.7%	
H1680 520620 M7674 Software Expe	0	60,000	60,000	60,000.00	.00	.00	100.0%	
H1680 521090 Computer	90,000	0	90,000	73,246.64	4,763.46	11,989.90	86.7%	
H1680 521090 SSG21 Computer-Shar	0	61,400	61,400	59,097.48	.00	2,302.52	96.2%	
TOTAL Information Technology	190,000	60,000	250,000	269,027.45	4,763.46	-23,790.91	109.5%	
TOTAL Capital Fund	190,000	60,000	250,000	269,027.45	4,763.46	-23,790.91	109.5%	
TOTAL REVENUES	0	-61,400	-61,400	.00	.00	-61,400.00		
TOTAL EXPENSES	190,000	121,400	311,400	269,027.45	4,763.46	37,609.09		

FOR 2022 09								
	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
GRAND TOTAL	190,000	60,000	250,000	269,027.45	4,763.46	-23,790.91	109.5%	

REFERRED TO:

ITCS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE APPOINTMENT OF
SOFTWARE SUPPORT LIAISON
INFORMATION TECHNOLOGY &
COMMUNICATION SERVICES

WHEREAS: Legislative approval is required for any appointment to a management/confidential position within Tioga County; and

WHEREAS: The Chief Information Officer has identified a qualified candidate to fill said position; therefore be it

RESOLVED: That the Chief Information Officer is authorized to provisionally appoint Joseph Monroe as Software Support Liaison at an annual salary of \$38,212 effective September 26, 2022, pending successful completion of civil service examination requirements.

REFERRED TO:

ITCS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22

AUTHORIZE APPOINTMENT OF
DEPUTY DIRECTOR OF
INFORMATION TECHNOLOGY &
COMMUNICATION SERVICES

WHEREAS: Legislative approval is required for any appointment to a management/confidential position within Tioga County; and

WHEREAS: The Chief Information Officer has identified a qualified candidate to fill said position; therefore be it

RESOLVED: That the Chief Information Officer is authorized to provisionally appoint Brandon Clark as Deputy Director of ITCS at an annual salary of \$75,000 effective September 26, 2022, pending successful completion of civil service examination requirements.