



Information Technology – Legislative Committee Meeting

10.03.23

- APPROVAL OF MINUTES
 - 09.05.23 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - Offsite / Offline Backup Project Update
 - Health and Human Services and Court Annex Security Project Update
- NEW BUSINESS
 - Information Security Officer Report
 - Village of Nichols – Kirby Park
- PERSONNEL
 - Nothing to Report
- RESOLUTIONS
 - Nothing to Report
- PROCLAMATIONS
 - Nothing to Report
- ADJOURNMENT

Review of 2023 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2023 10									
ACCOUNTS FOR:	General	Fund	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1680 Information Technology									
A1680	412702	Shared Services- I	-210,072	0	-210,072	-143,049.16	.00	-67,022.84	68.1%*
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	-306.92	.00	306.92	100.0%
A1680	424100	Rental Of County O	-5,000	0	-5,000	-4,500.00	.00	-500.00	90.0%*
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	349,115.13	.00	199,279.87	63.7%
A1680	520070	Chairs	0	380	380	373.05	.00	6.95	98.2%
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 Servic	58,880	-14,184	44,696	11,025.45	.00	33,670.75	24.7%
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	12,428.00	.00	4,181.00	74.8%
A1680	540180	Dues	150	0	150	50.00	.00	100.00	33.3%
A1680	540220	Automobile Fuel	400	200	600	435.48	.00	164.52	72.6%
A1680	540320	Leased/Service Equ	5,500	0	5,500	673.94	355.00	4,471.06	18.7%
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	11,654	183,967	109,746.67	.00	74,220.13	59.7%
A1680	540640	Supplies (Not Offi	4,500	1,150	5,650	4,147.37	.00	1,502.63	73.4%
A1680	540640	SSG21 Supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%
A1680	540660	Telephone	70,700	0	70,700	45,847.92	.00	24,852.08	64.8%
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	31,689.88	.00	14,478.06	68.6%
A1680	583088	Social Security Fr	39,959	0	39,959	27,248.88	.00	12,709.82	68.2%
A1680	584088	Workers Compensati	9,795	0	9,795	7,149.62	.00	2,645.10	73.0%
A1680	585588	Disability Insuran	543	0	543	381.06	.00	161.82	70.2%
A1680	586088	Health Insurance F	166,015	0	166,015	74,381.61	.00	91,633.59	44.8%
A1680	588988	Eap Fringe	116	0	116	89.06	.00	27.42	76.5%
TOTAL Information Technology			893,112	518,777	1,411,889	641,263.97	355.00	770,270.12	45.4%
TOTAL General Fund			893,112	518,777	1,411,889	641,263.97	355.00	770,270.12	45.4%
TOTAL REVENUES			-305,072	-42,122	-347,194	-151,444.08	.00	-195,749.92	
TOTAL EXPENSES			1,198,184	560,899	1,759,083	792,708.05	355.00	966,020.04	

FOR 2023 10									
			ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL			893,112	518,777	1,411,889	641,263.97	355.00	770,270.12	45.4%

H1680 – Year-to-Date Capital Budget Report

FOR 2023 10							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/ ADJSTMTS	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	.0%*
H1680 520090 Computer	0	4,000	4,000	3,233.10	.00	766.90	80.8%
H1680 520270 Telephone Equipmen	6,666	0	6,666	.00	.00	6,666.00	.0%
H1680 520620 Software Expense	128,250	14,063	142,313	-15,394.12	4,084.76	153,621.99	-7.9%
H1680 520620 M7674 Software Expe	0	64,914	64,914	20,728.89	.00	44,184.99	31.9%
H1680 521090 Computer	66,167	100,096	166,263	131,844.66	12,173.54	22,244.50	86.6%
H1680 521090 M7674 Computer-ARPA	0	5,086	5,086	5,086.12	.00	.00	100.0%
H1680 521090 SSG21 Computer-Shar	0	2,303	2,303	.00	.00	2,302.52	.0%
TOTAL Information Technology	201,083	129,061	330,144	145,498.65	16,258.30	168,386.90	49.0%
TOTAL Capital Fund	201,083	129,061	330,144	145,498.65	16,258.30	168,386.90	49.0%
TOTAL REVENUES	0	-61,400	-61,400	.00	.00	-61,400.00	
TOTAL EXPENSES	201,083	190,461	391,544	145,498.65	16,258.30	229,786.90	

FOR 2023 10							
	ORIGINAL	TRANFRS/ ADJSTMTS	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
GRAND TOTAL	201,083	129,061	330,144	145,498.65	16,258.30	168,386.90	49.0%



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

September 5th, 2023, at 9:30 am

ATTENDANCE:

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

- APPROVAL OF MINUTES: Approval of July 7th, 2023 and August 8th 2023, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Ron Ciotoli to approve the July 7th, 2023 and August 8th 2023, Information Technology Committee Minutes as written. Motion carried.

- FINANCIAL
 - Review of budget status and financial news

- OLD BUSINESS
 - Offsite / Offline Backup Project Update
 - We are waiting for the offsite NAS appliance to arrive. The primary backup NAS has arrived and is in the process of being configured
 - Health and Human Services and Court Annex Security Project Update
 - All Door Controllers have been installed, connected, and configured. The contracted installers are beginning the installation of card readers and cutting doors onto the new system beginning September 6th through September 8th

- NEW BUSINESS
 - Information Security Office Report
 - District Attorney Evidence Management System

- The District Attorney contacted the ITCS Department for assistance with an evidence management system. The ITCS Department has made a recommendation and presented it to the District Attorney. We will work with them to configure and implement processes and procedures for securely sharing evidence with required stakeholders.
- Empire Access Data Center Lease Negotiation
 - Negotiations continue between Tioga County ITCS and Empire Access for leased space in the 56 Main Street Data Center
- FiberSpark Inc. Data Center Lease Negotiation
 - Negotiations continue between Tioga County ITCS and FiberSpark Inc. for leased space in the 56 Main Street Data Center
- 2023 Fourth Quarter Priorities
 - Complete the plan for implementing a Managed Print Services (MPS) Agreement for 2024
 - Begin planning for the upgrade of core switches throughout the Tioga County data network in 2024
 - Complete the plan for implementing an upgraded electronic faxing system for 2024
 - Complete the implementation of the backup solutions for the County
 - Complete the required MUNIS version update which will allow for end of year processes this fiscal year
- PERSONNEL
 - Nothing to Report
- RESOLUTIONS/PROCLAMATIONS
 - 1119 – AUTHORIZE AND FUND SaaS AGREEMENT WITH TYLER TECHNOLOGIES, INC. WITH APPROPRIATION FROM CAPITAL SOFTWARE RESERVE ACCOUNT

- EXECUTIVE SESSION

- Legislator Monell motioned to move into Executive Session, seconded by Legislator Ciotoli to discuss public safety matters at 9:49 a.m.
- Legislator Monell motioned to adjourn Executive session at 10:09 a.m., seconded by Legislator Mullen.

- ADJOURNMENT

- Legislator Mullen motioned to adjourn at 10:10 a.m., seconded by Legislator Ciotoli.

DRAFT