

**INFORMATION TECHNOLOGY
COMMITTEE MEETING MINUTES**

September 3, 2019

Legislators Present: Loretta Sullivan, Tracy Monell, and Cliff Balliet

Meeting Date and Time: September 3, 2019 at 10:35 AM

Staff Present: Drew Griffin, Deputy Director of Information Technology and Communication Services, Susan Haskett, Information Security Officer, and Lisa McCafferty, Director of Public Health.

Legislator Monell made a motion to approve the minutes from the previous 8/6 meeting, the motion was seconded by Legislator Balliet, the motion passed unanimously.

Mr. Griffin stated that the budget is tracking appropriately and no issues are seen. No further discussion.

Status of Projects:

a. Munis Upgrade:

1. There is a planned major upgrade to the financial system currently scheduled for October. Testing is well underway.

b. Shared Services Update:

1. Owego – Phone survey is done and meeting had with All-Mode onsite. We have placed the first piece of equipment onto their network and connected that equipment to ours (though their network is not connected to ours yet.) Our plan is to transition their Internet service to us in the next 2-3 weeks, followed by the phone system in early October, and computer\server systems after that.
2. Waverly – In progress but still waiting for construction with STN. Issue worked out with extra costs – Waverly has agreed to pay up to \$15K

for make-ready costs that exceed the grant monies – and that work is progressing. Phone survey done but more progress is not possible until STN completes construction.

3. Barton – Met with town board, got approval for shared services, all documents signed. Onsite survey has been done for phones and STN is preparing to do construction. STN is already in front of building so construction timeline will be (relatively) short, probably 60 days.
4. New equipment at County to upgrade our infrastructure has been installed. Storage area networks, both primary and secondary, have been upgraded with additional capacity (\$26K), paid for entirely via shared services grant.

ISO report:

- a. Phishing email info sent to all users. This explains what it is and what to do. Our end-users are our first concern when it comes to cyber security.
- b. NYS Shields Act – A new law for NYS governments for cyber hygiene minimum standards. Expected to be passed around April 2020. The ISO is asking to attend the NYSLGITDA meeting in Oct where the Bonadio Group will be discussing what this new law means to County operations.
- c. NYMIR online classes are being done.

Open Discussion:

- a. ITCS is in new discussions with Empire Access, a provider that leverages Southern Tier Network, about using the space in the POP to expand their Internet service in the County, at least in Owego (they currently already serve Waverly.) This is a direct result of the planning work being done for the last few years to strategically build dark fiber.

- b.** CIO Camin has had some initial discussions with very high-level folks running the state's network to more fully understand the state's plans regarding the plans for the DSS computer networks. The state has been slowly changing the rules for the DSS folks, removing supports for computer systems they had relied on, even though they have not made any moves to fully remove the state network computers in DSS locations. For example, previously there were rules where the state would replace a computer that breaks with an exact replacement – even after the primary warranty expired. A few weeks ago they changed that policy and if a computer breaks they will still replace it – but only with a thin client or dumb terminal. This is likely to accelerate the discussion about bringing DSS computers onto the County's network.
- c.** Mary has retired and is back to consult solely on migrating the remaining AS400 program that has box locations of items in records storage and finish the comp time letter program (90% complete – in testing.) Charles Root is doing well and settling into the new position. The transition between them has been good and he has picked up on the tasks needed.
- d.** Follow up on the DSS Northwoods issue – this was a database corruption issue. Northwoods wanted to do extensive testing of tracking data (not work data) that we do not have to retain and was almost two years old. Now that IT is managing the support of it, we have had more concrete discussions with Northwoods about proper retention policies and pushed them to simply remove the non-needed data, which will likely save several thousand dollars in costs that were estimated to handle it previously.
- e.** Still have not got an answer from the state on the cybersecurity grant awards. Was stated they would announce them in mid-July. Will continue to wait.

Executive Session called for by Legislator Monell at 10:50.

Meeting adjourned at 10:55.

Respectfully Submitted
By
Drew E. Griffin