

**INFORMATION TECHNOLOGY
COMMITTEE MEETING MINUTES
August 6, 2020**

Legislators Present: Loretta Sullivan, Mike Roberts, Cliff Balliet, Tracy Monell

Legislators Absent: Martha Sauerbrey

Meeting Date and Time: October 6, 2020 at 10:36 AM

Staff Present: Douglas Camin, Director of Information Technology

A motion was made by Legislator Roberts to accept last month's Committee Meeting minutes and seconded by Legislator Monell.

Mr. Camin noted that he will need to ask for contingency funds to cover the maintenance contract just received for the Tyler Munis financial management software. Per discussion, Mr. Camin indicated that he thought he would have enough to cover it when there were cuts made earlier in the year, but ultimately he will be short between \$5K-10K. He will find an exact figure and submit at the next Legislative meeting.

Legislator Monell asked what the consequences of not paying this maintenance are. Mr. Camin indicated that it could potentially lead to next year's tax bills being incorrect and that the vendor has specific support knowledge for the software package that makes it nearly impossible for internal staff to support all of the intricacies of the software.

Other than that issue, Mr. Camin indicated that the budget was looking okay for the remainder of the year.

Status of Projects:

a. Shared Services Update:

1. Mr. Camin updated the status of the Town of Owego's transition. He and other staff have been handling any small outstanding transition-related issues and their systems have generally smoothed out and are running well.

2. Mr. Camin shared that he went to the Village of Waverly offices in the prior week to evaluate the deployment and create a checklist for their migration. All sites were visited and a plan was created and shared with the department's outside vendor for the project. The current plan is to have them migrated in the next several weeks onto the County data network and Internet services. Phones will follow.
3. Mr. Camin shared that a proposal was sent to Cooperative Extension regarding their request to share phone services. As of the meeting, they have not made a decision.

b. ISO – Highlights of the ISO report

The ISO was not present, so no ISO report was given.

c. Open Discussion

1. Fiber Overlash – Plexicomm has stated they are planning to start the digging for the HHS – Public Safety fiber burial in the coming week. While it has taken awhile to accomplish this, Mr. Camin noted that he is not sure Plexicomm anticipated having to do a digging project to bury new conduit and, therefore, he is satisfied they are doing it without question and is happy to work within their sometimes lengthy timetable.
2. STN Rural Broadband – Mr. Camin was on a call immediately prior to this meeting with the five-county consortium to receive a presentation about the financial analysis of the project. He noted that the project is many millions of dollars and the goal is to create documentation and tools to pursue anticipated funding streams from the Federal government to increase broadband access as a result of the pandemic.

Meeting was adjourned at 10:49 AM.

Respectfully Submitted
By
Douglas Camin