



Information Technology – Legislative Committee Meeting

05.02.23

- APPROVAL OF MINUTES
 - 04.04.23 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - Information Security Report
 - Office 365 (Implementation and Training)
 - DSS Migration
 - CrowdStrike
 - BOE – NYS Circuit Troubleshooting
- NEW BUSINESS
 - Public Works Camera Project
 - HHS Security Camera Project
 - County Fire / Security Alarm in Dispatch
 - Server Host Project
- PERSONNEL
 - Network Administrator Position Remains Vacant
- RESOLUTIONS
 - 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 TELECOMMUNICATIONS SYSTEM
- PROCLAMATIONS
 - Nothing to Report
- ADJOURNMENT



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

April 4th, 2023, at 9:30 am

ATTENDANCE:

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

- APPROVAL OF MINUTES: Approval of March 7th, 2023, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Ron Ciotoli to approve the March 7th, 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
 - Information Security Report
 - Nothing of significance to report.
 - Town of Candor Shared Services
 - The migration of the Town of Candor Hall has been completed. The Highway Department building is still outstanding.
 - Town of Nichols Shared Services
 - The migration of the Town of Nichols has been 100% complete.

- NEW BUSINESS

- CrowdStrike

- An initial kick off meeting has been scheduled with NYS and Tioga County ITCS Department Staff. Anticipated phased implementation will begin in April 2023.

- Board of Elections – NYS Circuit Troubleshooting

- ITCS staff are working with NYS ITS staff to troubleshoot an intermittent Virtual Private Network (VPN) outage issue. We believe we have identified the root cause and are working with NYS ITS to mitigate.

- PERSONNEL

- Network Administrator Position Remains Vacant

- This position remains vacant.

- Chief Information Officer Navy Reserve Annual Training

- The CIO, Jeremy Loveland, will be completing his Annual Training at Navy Supply Systems Command, Business Systems Command in Mechanicsburg, PA on April 7th, 2023, and will be returning to Tioga County on April 10th.

- RESOLUTIONS/PROCLAMATIONS

- Nothing to Report

- ADJOURNMENT 9:47 a.m.

Review of 2022 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2023 05								
ACCOUNTS FOR: A 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	.00	.00	-210,072.00	.00%	
A1680 412707 Shared Services- E	-90,000	0	-90,000	-3,588.00	.00	-86,412.00	4.00%	
A1680 422280 Data Processing/Pr	0	0	0	-65.42	.00	65.42	100.00%	
A1680 424100 Rental Of County O	-5,000	0	-5,000	-4,050.00	.00	-950.00	81.00%	
A1680 510010 Full Time	548,395	65,180	613,575	162,081.61	.00	451,493.39	26.4%	
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	-48,880	10,000	572.50	7,350.70	2,076.80	79.2%	
A1680 540140 M7674 Contracting S	0	528,651	528,651	61,928.00	.00	466,722.92	11.7%	
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%	
A1680 540220 Automobile Fuel	400	0	400	253.56	.00	146.44	63.4%	
A1680 540320 Leased/Service Equ	5,500	-2,000	3,500	235.06	.00	3,264.94	6.7%	
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	-500	1,000	.00	.00	1,000.00	.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	90,117.02	.00	82,195.98	52.3%	
A1680 540640 Supplies (Not Offi	4,500	0	4,500	1,812.38	.00	2,687.62	40.3%	
A1680 540660 Telephone	70,700	-10,000	60,700	15,551.86	.00	45,148.14	25.6%	
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	-3,800	1,200	.00	.00	1,200.00	.0%	
A1680 581088 State Retirement F	46,168	0	46,168	14,418.18	.00	31,749.76	31.2%	
A1680 583088 Social Security Fr	39,959	0	39,959	13,357.67	.00	26,601.03	33.4%	
A1680 584088 workers Compensati	9,795	0	9,795	3,476.87	.00	6,317.85	35.5%	
A1680 585588 Disability Insuran	543	0	543	185.31	.00	357.57	34.1%	
A1680 586088 Health Insurance F	166,015	0	166,015	39,540.11	.00	126,475.09	23.8%	
A1680 588988 Eap Fringe	116	0	116	43.31	.00	73.17	37.2%	
TOTAL Information Technology	893,112	541,790	1,434,902	451,916.95	7,350.70	975,634.44	32.0%	
TOTAL General Fund	893,112	541,790	1,434,902	451,916.95	7,350.70	975,634.44	32.0%	
TOTAL REVENUES	-305,072	0	-305,072	-7,703.42	.00	-297,368.58		
TOTAL EXPENSES	1,198,184	541,790	1,739,974	459,620.37	7,350.70	1,273,003.02		
FOR 2023 05								
GRAND TOTAL	893,112	541,790	1,434,902	451,916.95	7,350.70	975,634.44	32.0%	

H1680 – Year-to-Date Capital Budget Report

FOR 2023 05							
ACCOUNTS FOR: H Capital Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
H1680 Information Technology							
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	50,983	117,149	64,639.42	14,732.56	37,777.43	67.8%
TOTAL Information Technology	201,083	120,983	322,065	149,992.92	16,322.56	155,749.93	51.6%
TOTAL Capital Fund	201,083	120,983	322,065	149,992.92	16,322.56	155,749.93	51.6%
TOTAL EXPENSES	201,083	120,983	322,065	149,992.92	16,322.56	155,749.93	

FOR 2023 05							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	201,083	120,983	322,065	149,992.92	16,322.56	155,749.93	51.6%

REFERRED TO: ITCS COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -23 AMEND RESOLUTION NO. 34-23
TRANSFER FUNDS TO FUND AND FILL VACANT
NETWORK ADMINISTRATOR POSITION WITHIN
INFORMATION TECHNOLOGY AND
COMMUNICATION SERVICES DEPARTMENT

WHEREAS: Resolution No. 34-23 authorized the Chief Information Officer to transfer funds and amend the ITCS 2023 Operational Budget in the amount of \$65,180.00 to fund an unfilled and vacant Network Administrator position within the Information Technology and Communication Services Department; and

WHEREAS: The Chief Information Officer has been unable to complete a successful search for a qualified candidate to fill the position; and

WHEREAS: The Chief Information Officer has identified alternate sources of increasing efficiency and optimizing workflow within the Information Technology and Communication Services Department; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Operational Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Operational Budget:

From: A1680 510010	Full Time	\$65,180.00
To: A1680 540140	Contracting Services	\$48,880.00
A1680 540320	Leased / Service Equipment	\$2,000.00
A1680 540420	Office Supplies	\$500.00
A1680 540660	Telephone	\$10,000.00
A1680 540733	Training / All Other	\$3,800.00

And be it further

RESOLVED: That the vacant Network Administrator position within the Information Technology and Communication Services Department shall be unfunded, effective May 9,2023.

REFERRED TO:

ITCS COMMITTEE
ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -23

AUTHORIZE AGREEMENT WITH FRSECURE LLC. FOR
INTERNAL AND EXTERNAL CYBER SECURITY
PENETRATION TESTING

WHEREAS: The Chief Information Officer and the Deputy Director of ITCS have completed a search for qualified organizations to complete the annual internal and external Information Security penetration testing of the Tioga County Information Technology Infrastructure; and

WHEREAS: The Chief Information Officer and the Deputy Director of ITCS are recommending an agreement with FRSECURE, LLC to complete robust testing of current internal and external Information Security controls; and

WHEREAS: The penetration testing services will be purchased using the OMNIA Partners Cooperative Purchasing program using the reseller company, SHI; and

WHEREAS: Funding will be provided for using Board of Elections Grant funds H1450 520620 CYBER; therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute an agreement between Tioga County and FRSECURE, LLC in the amount of \$22,276.80 to provide robust internal and external penetration testing and reporting, upon review by the County Attorney.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -23 TRANSFER FUNDS AND AUTHORIZE AGREEMENT
WITH VERTIV, INC TO REPLACE AC/DC
CAPACITORS AND FAN ON UNINTERRUPTABLE
POWER SUPPLY UNIT AT 56 MAIN STREET

WHEREAS: The fans and AC/DC capacitors on the Uninterruptable Power Supply (UPS) located in the Data Center at 56 Main Street have a start-up date of November 1999, making them 23 years old; and

WHEREAS: The service life of those capacitors and fans is seven to ten years old; and

WHEREAS: VERTIV, Inc. has provided a quote of \$4,488.00 for hardware and installation services; and

WHEREAS: This was an unplanned expense and was not included in the ITCS Capital Budget for 2023; and

WHEREAS: Legislative approval is needed to amend the ITCS 2023 Capital Budget and transfer funds; therefore be it

RESOLVED: That the Tioga County Legislature authorize the following transfer of funds and amend the ITCS 2023 Capital Budget:

From: H387805	ITCS Capital HW Reserve	\$4,488.00
To: H1680 521090	Computer	\$4,488.00

And be it further

RESOLVED: That the Chair of the Legislature is authorized to execute an agreement between Tioga County and VERTIV, Inc. upon review by the County Attorney; and be it further

RESOLVED: That \$4,488.00 for the above contract shall be paid by the Chief Information Officer from the budget line H1680 521090 following the completion of the budget transfer from H387805 ITCS Capital HW Reserve to H1680 521090 ITCS Computer account.

REFERRED TO:

ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -23

AMEND RESOLUTION NO. 399-22
AUTHORIZE AGREEMENT WITH ALL MODE
COMMUNICATIONS INC. FOR MITEL
TELECOMMUNICATIONS SYSTEM

WHEREAS: Resolution No. 399-22 authorized that the Chair of the Legislature is authorized to execute a three-year agreement between Tioga County and All Mode Communications, Inc.; and

WHEREAS: The Chief Information Officer would like to amend Resolution No. 399-22 to correct the initial requirement of paying this three-year agreement up-front, to an annual invoice from All Mode Communications; and

WHEREAS: The Chief Information Officer would like to further amend Resolution No. 399-22 to reflect the correct annual invoice amount of \$21,204.00 for a total three-year amount of \$63,612.00; therefore be it

RESOLVED: That the Chair of the Legislature is authorized to execute an agreement between Tioga County and All Mode Communications, Inc. upon review by the County Attorney; and be it further

RESOLVED: That \$21,204.00 for the above contract shall be paid by the Chief Information Officer annually from the budget line A1680 540661 for three years.