TIOGA COUNTY, NEW YORK
Information Technology and Communication Services
Ronald E. Dougherty County Office Building   56 Main Street   Owego, NY 13827

Jeremy Loveland Chief Information Officer   📞 607 687 8294   🖨 607 223 7004   🌐 www.TiogaCountyNY.gov

Information Technology – Legislative Committee Meeting

05.07.24

- APPROVAL OF MINUTES

  - 04.02.24 IT Legislative Committee Meeting

- FINANCIAL

  - Review of Budget Status and Financial News

- OLD BUSINESS

  - Managed Print Services (MPS) Agreement

  - Network Core Switch Project

  - Village of Nichols Kirby Park

  - Probation Access Control

  - Public Health Access Control

  - Truck Wash Facility Access Control

- NEW BUSINESS

  - Wireless Infrastructure Plan

  - Comprehensive Security Policy Updates

  - Ticket Management System (TMS)

  - Dispatch VESTA

  - Waverly Mental Hygiene Planning

  - ITCS Department Services and Revenue Report

- PERSONNEL

  - Vacant Network Administrator Position

- RESOLUTIONS

  - E07 - AUTHORIZE PARTICIPATION IN HGACBUY COOPERATIVE PURCHASING PROGRAM

- PROCLAMATIONS

  - Nothing to Report

- ADJOURNMENT

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INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

April 2nd, 2024, at 9:30 am

ATTENDANCE:

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

- APPROVAL OF MINUTES: Approval of March 5th, 2024, Information Technology Committee Minutes: Legislator Dennis Mullen made the motion, seconded by Legislator Tracy Monell to approve the March 5th, 2024, Information Technology Committee Minutes as written. Motion carried.

- FINANCIAL

  - Review of budget status and financial news

- OLD BUSINESS

  - 2024 Cyber Awareness Training

    - 38 users have not completed the required 2024 Cyber Awareness training. Those user accounts have had their internet access restricted. If, after two weeks, the training is not yet completed, the accounts will be disabled.

  - NYSP FLEX Connection Status

    - Lt. Bessey from the Tioga County Sheriff's Office worked with Mr. Jim Rosse from NYSP ITS to troubleshoot the lingering mapping issue with the NYSP vehicles. This troubleshooting led Lt. Bessey to open a ticket with Motorola, and ultimately resolved the issue. All NYSP vehicles are connected and communicating with the County CAD system.

  - Candor EMS FLEX Connection Status

    - Candor EMS received and installed the required network hardware for their vehicles. The ITCS Department updated the required settings and all Candor EMS vehicles are connected and communicating with the

County CAD system.

- NEW BUSINESS

    o Cyber Security Summary

        ▪ Deputy Director of ITCS, Brandon Clark, discussed current cyber security threats within the commercial workforce as well as specific threats to local government.

    o 2019 LGE Grant Progress

        ▪ The ITCS Department is continuing to work with NYS to get the last four payment requests released for payment.

- PERSONNEL

    o The following ITCS Department staff have approved Remote Work Arrangments and work remotely on a scheduled basis: Jeremy Loveland, Brandon Clark, David Ayers, Rich Dixson.
    o The following ITCS Department staff have approved Remote Work Arrangements and work remotely on an as needed basis: Charles Root, Bryan Goodrich

- RESOLUTIONS/PROCLAMATIONS

    o Nothing to Report

- ADJOURNMENT

    o Legislator Monell motioned to adjourn at 9:58 a.m., seconded by Legislator Brown.

Review of 2024 Budget and Financial News

A1680 – Year-to-Date Budget Report

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	-70,830.02	.00	-139,241.98	33.7%*
A1680 412707 Shared Services- E	-90,000	0	-90,000	-.07	.00	-89,999.93	.0%*
A1680 422280 Data Processing/Pr	0	0	0	-762.96	.00	762.96	100.0%
A1680 424100 Rental Of County O	-5,000	0	-5,000	-6,100.08	.00	1,100.08	122.0%
A1680 510010 Full Time	562,076	0	562,076	162,254.44	.00	399,821.56	28.9%
A1680 540070 Car Maintenance	500	0	500	228.99	.00	271.01	45.8%
A1680 540140 Contracting Servic	28,880	0	28,880	15,250.36	350.00	13,279.64	54.0%
A1680 540140 M7674 Contracting S	0	141,723	141,723	18,750.00	7,305.00	115,667.92	18.4%
A1680 540180 Dues	50	0	50	50.00	.00	.00	100.0%
A1680 540220 Automobile Fuel	800	0	800	102.68	.00	697.32	12.8%
A1680 540320 Leased/Service Equ	5,500	5,000	10,500	-314.23	.00	10,814.23	-3.0%
A1680 540350 Office Equip Maint	25,000	-5,000	20,000	19,553.08	.00	446.92	97.8%
A1680 540420 Office Supplies	1,500	0	1,500	.00	.00	1,500.00	.0%
A1680 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%
A1680 540620 Software Expense	207,340	0	207,340	65,595.40	.00	141,745.09	31.6%
A1680 540640 Supplies (Not Offi	4,500	0	4,500	976.06	.00	3,523.94	21.7%
A1680 540640 SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%
A1680 540660 Telephone	72,500	0	72,500	25,892.82	134.00	46,473.18	35.9%
A1680 540661 Telephone Maintena	24,500	0	24,500	21,910.05	.00	2,589.95	89.4%
A1680 540733 Training/All Other	5,000	0	5,000	200.00	.00	4,800.00	4.0%
A1680 581088 State Retirement F	15,932	21,762	37,694	19,410.81	.00	18,282.85	51.5%
A1680 583088 Social Security Fr	39,959	-6,962	32,997	13,425.95	.00	19,571.16	40.7%
A1680 584088 Workers Compensati	0	8,673	8,673	3,309.12	.00	5,364.36	38.2%
A1680 585588 Disability Insuran	0	460	460	187.92	.00	271.74	40.9%
A1680 586088 Health Insurance F	22,536	65,550	88,086	41,176.16	.00	46,909.44	46.7%
A1680 588988 Eap Fringe	0	114	114	43.92	.00	70.14	38.5%
TOTAL Information Technology	715,001	231,320	946,321	330,310.40	7,789.00	608,221.58	35.7%
TOTAL General Fund	715,001	231,320	946,321	330,310.40	7,789.00	608,221.58	35.7%
TOTAL REVENUES	-305,072	0	-305,072	-77,693.13	.00	-227,378.87	
TOTAL EXPENSES	1,020,073	231,320	1,251,393	408,003.53	7,789.00	835,600.45	

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	715,001	231,320	946,321	330,310.40	7,789.00	608,221.58	35.7%

H1680 – Year-to-Date Capital Budget Report

ACCOUNTS FOR: H Capital Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
H1680 Information Technology							
H1680 520620 Software Expense	142,313	175,309	317,621	135,272.06	71,508.50	110,840.57	65.1%
H1680 520620 M7674 Software Expe	0	39,251	39,251	.00	.00	39,250.67	.0%
H1680 521090 Computer	102,000	0	102,000	69,626.50	2,986.80	29,386.70	71.2%
TOTAL Information Technology	244,313	214,559	458,872	204,898.56	74,495.30	179,477.94	60.9%
TOTAL Capital Fund	244,313	214,559	458,872	204,898.56	74,495.30	179,477.94	60.9%
TOTAL EXPENSES	244,313	214,559	458,872	204,898.56	74,495.30	179,477.94	

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	244,313	214,559	458,872	204,898.56	74,495.30	179,477.94	60.9%