



Information Technology – Legislative Committee Meeting

06.07.22

- APPROVAL OF MINUTES
 - 05.03.22 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - Storage Area Network (SAN) Devices
 - Microsoft Office 365 Implementation Report
 - 56 Main Street Security Project
 - Village of Owego Onboarding Update
 - Town of Candor Onboarding Update
 - E911 Project Update
- NEW BUSINESS
 - Information Security Officer Report
- PERSONNEL
 - Nothing to Report
- RESOLUTIONS

- F22 – AUTHORIZE PARTICIPATION IN OMNIA PARTNERS COOPERATIVE PURCHASING PROGRAM

- PROCLAMATIONS

- Nothing to Report

- ADJOURNMENT



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

05.03.22 at 9:33am

- ATTENDANCE:
 - Legislators: W. Jake Brown, Ron Ciotoli, Dennis M. Mullen and Martha Sauerbrey
 - Staff: Jeremy Loveland, CIO and Susan Haskett, ISO
 - Guests: Cathy Haskell, William Standinger

- APPROVAL OF MINUTES: Approval of 04.05.22 Information Technology Committee Minutes: Legislator Dennis M. Mullen made the motion, seconded by Legislator Ron Ciotoli to approve the 04.04.22 Information Technology Committee Minutes as written. Motion carried.

- FINANCIAL
 - Everything is tracking well.

- OLD BUSINESS
 - Storage Area Network (SAN) Devices:
 - NetApp Devices have been installed in both 56 Main and Public Safety racks. We are coordinating installation with Lynx Technologies.

 - Microsoft Office 365 Implementation Report:
 - Email Flow – Exchange Online has successfully been integrated with our on-premises Exchange 2019 server. We can now migrate our mailboxes from Exchange 2019 to the Exchange Online server.
 - Exchange Online Protection – We have migrated away from Sophos Email Filtering and implemented EOP. This was out of necessity as Exchange Online integration with Exchange 2019 does not support a 'middle man' filter. EOP is widely used in the industry and is included in our Office 365 subscription, which means we do not need to renew the Email Filter module for our Sophos firewall.
 - ITCS Fully Migrated – ITCS Department has been completely migrated to Office 365. While doing so we have identified a few minor configuration

modifications to the roll out process. Before we begin other departments, we need to address those.

- 56 Main Street Security Project:

- Site surveys have been completed at 56 Main and hardware requirements are being defined currently.
- This project is initially being broken down into two part: Security Cameras and Building Access Control and Alarms. The Safety Office is applying for a grant to fund the Security Camera portion of the project. The grant is up to \$50k, and the Security Camera hardware and 3-year subscription costs are just over \$50k. The Building Access Control and Alarms portion of the project is what is being defined. With multiple avenues of meeting the needs, we are being diligent to ensure we are installing right products.

- NEW BUSINESS

- Information Security Officer Report:

- We continue to work with the Bonadio Group on the Business Continuity Management Policy. The next project is the plan.
- Email was sent out to all users again, reinforcing what to look for in an email to detect spam.
- Worked with CISA group who did our penetration testing this month. This was a successful test.

- Village of Waverly:

- IT is working on installing 6 cameras (total) at two parks in Waverly (Waverly Glen and East Waverly Parks).

- Village of Owego:

- Work is continuing to progress toward bringing the Village of Owego onboard Shared Services.

- Town of Candor:

- IT is working on getting a fiber path to the Candor Hall from 56 Main St in Owego.

- Town of Owego
 - A camera was installed to be able to observe the measurement of the river and check for flooding.
- Tioga County Website
 - IT is removing the email addresses on the website and replacing it with a form.
 - IT is removing private phone numbers on the website and replacing them with county phone numbers that will go to the Legislators.
- E911 Phone System
 - ITCS has worked with All Mode to determine a solution to provide detailed information to 911 Call Center for the various County buildings and locations.

- PERSONNEL

- Nothing to Report

- RESOLUTIONS

- E12 – AUTHORIZE MIGRATION TO HOSTED PLATFORM FOR AUTOMON PROBATION SOFTWARE.
 - Probation case management software will be migrated from on-premises resources to a hosted solution through the vendor, AutoMon.

- PROCLAMATIONS:

- Nothing to Report

- ADJOURNMENT

- Time of Adjournment 9:58 am

Review of 2022 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2022 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
A General Fund	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
A1680 Information Technology								
A1680 412702 Shared Services- I	-210,072	0	-210,072	-75,796.29	.00	-134,275.71	36.1%*	
A1680 412707 Shared Services- E	-90,000	0	-90,000	.00	.00	-90,000.00	.0%*	
A1680 422280 Data Processing/Pr	0	0	0	-146.68	.00	146.68	100.0%	
A1680 424100 Rental Of County O	-5,000	0	-5,000	-3,600.00	.00	-1,400.00	72.0%*	
A1680 427010 Refunds Of Prior Y	0	0	0	-5,964.03	.00	5,964.03	100.0%	
A1680 430891 SSG21 State Aid Gr	0	-42,122	-42,122	.00	.00	-42,122.00	.0%*	
A1680 510010 Full Time	516,192	0	516,192	169,030.38	.00	347,161.62	32.7%	
A1680 510050 All Other(On Call,	0	0	0	1,500.00	.00	-1,500.00	100.0%*	
A1680 520270 M7674 Telephone Equ	0	40,000	40,000	34,959.25	.00	5,040.75	87.4%	
A1680 540040 Books	250	0	250	.00	.00	250.00	.0%	
A1680 540070 Car Maintenance	500	0	500	53.02	.00	446.98	10.6%	
A1680 540140 Contracting Servic	58,880	0	58,880	3,090.00	.00	55,790.00	5.2%	
A1680 540140 M7674 Contracting S	0	492,368	492,368	31,328.00	.00	461,040.00	6.4%	
A1680 540140 SSG21 Contracting S	0	39,622	39,622	22,355.00	.00	17,267.00	56.4%	
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%	
A1680 540220 Automobile Fuel	400	0	400	128.71	.00	271.29	32.2%	
A1680 540320 Leased/Service Equ	5,500	0	5,500	-980.92	.00	6,480.92	-17.8%	
A1680 540350 Office Equip Maint	41,800	0	41,800	37,301.19	.00	4,498.81	89.2%	
A1680 540390 Mileage Expense	150	0	150	.00	.00	150.00	.0%	
A1680 540420 Office Supplies	1,500	0	1,500	239.32	.00	1,260.68	16.0%	
A1680 540480 Postage	50	0	50	.00	.00	50.00	.0%	
A1680 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%	
A1680 540620 Software Expense	172,313	0	172,313	84,707.96	.00	87,605.04	49.2%	
A1680 540640 Supplies (Not Offi	4,500	0	4,500	1,428.15	.00	3,071.85	31.7%	
A1680 540640 SSG21 Supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%	
A1680 540660 Telephone	70,700	0	70,700	32,290.20	.00	38,409.80	45.7%	
A1680 540661 Telephone Maintena	24,500	0	24,500	18,724.80	.00	5,775.20	76.4%	
A1680 540733 Training/All Other	5,000	0	5,000	200.00	.00	4,800.00	4.0%	
A1680 581088 State Retirement F	46,168	0	46,168	19,217.39	.00	26,950.55	41.6%	
A1680 583088 Social Security Fr	39,959	0	39,959	13,989.65	.00	25,969.05	35.0%	
A1680 584088 Workers Compensati	9,795	0	9,795	3,819.66	.00	5,975.06	39.0%	
A1680 585588 Disability Insuran	543	0	543	203.58	.00	339.30	37.5%	
A1680 586088 Health Insurance F	166,015	0	166,015	53,748.20	.00	112,267.00	32.4%	
A1680 588988 Eap Fringe	116	0	116	43.68	.00	72.80	37.5%	
TOTAL Information Technology	860,909	532,368	1,393,277	441,920.22	.00	951,356.70	31.7%	
TOTAL General Fund	860,909	532,368	1,393,277	441,920.22	.00	951,356.70	31.7%	
TOTAL REVENUES	-305,072	-42,122	-347,194	-85,507.00	.00	-261,687.00		
TOTAL EXPENSES	1,165,981	574,490	1,740,471	527,427.22	.00	1,213,043.70		

FOR 2022 06								
	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
GRAND TOTAL	860,909	532,368	1,393,277	441,920.22	.00	951,356.70	31.7%	

H1680 – Year-to-Date Capital Budget Report

FOR 2022 06								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	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 520620 Software Expense	100,000	0	100,000	76,683.33	.00	23,316.67	76.7%	
H1680 520620 M7674 Software Expe	0	60,000	60,000	.00	.00	60,000.00	.0%	
H1680 521090 Computer	90,000	0	90,000	14,327.28	6,587.32	69,085.40	23.2%	
H1680 521090 SSG21 Computer-Shar	0	61,400	61,400	59,097.48	.00	2,302.52	96.2%	
TOTAL Information Technology	190,000	60,000	250,000	150,108.09	6,587.32	93,304.59	62.7%	
TOTAL Capital Fund	190,000	60,000	250,000	150,108.09	6,587.32	93,304.59	62.7%	
TOTAL REVENUES	0	-61,400	-61,400	.00	.00	-61,400.00		
TOTAL EXPENSES	190,000	121,400	311,400	150,108.09	6,587.32	154,704.59		

FOR 2022 06								
	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
GRAND TOTAL	190,000	60,000	250,000	150,108.09	6,587.32	93,304.59	62.7%	

REFERRED TO:

ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -22

AUTHORIZE PARTICIPATION IN OMNIA PARTNERS
COOPERATIVE PURCHASING PROGRAM

WHEREAS: Tioga County is dedicated to the procurement of the right good and services at the right price for the various County departments in a timely manner assuring the prudent and economical use of public monies; and

WHEREAS: Tioga County declares its intention to purchase competitively without prejudice and to seek maximum operational value for every dollar expended; and

WHEREAS: Tioga County's purchasing policy shall be administered in accordance with all ethical rules called for by the County of Tioga and the National Institute of Governmental Purchasing Code of Ethics; and

WHEREAS: OMNIA Partners is a cooperative purchasing organization that is driving excellence in local government purchasing. Its extensive scope of competitively-solicited local government contracts from world-class suppliers streamlines the purchasing process and helps local government agencies achieve their strategic goals; and

WHEREAS: Tioga County purchasing procedures shall be subject to the approval of the Legislature; therefore be it

RESOLVED: That the OMNIA Partners Cooperative Purchasing program satisfies certain purchasing requirements and is hereby authorized for use by all Tioga County departments within the scope of Section VII – Purchasing and Payment Policy of the Tioga County Employee Handbook.