



## INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

March 5<sup>th</sup>, 2024, at 9:30 am

### ATTENDANCE:

- Legislators: Jake Brown, Tracy Monell, Ron Ciotoli, Dennis Mullen, and William Standinger
- Staff: Jeremy Loveland, CIO and Brandon Clark Deputy Director
- Guests: Cathy Haskell
  
- APPROVAL OF MINUTES: Approval of February 6<sup>th</sup>, 2024, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Jake Brown to approve the January 2<sup>nd</sup>, 2024, Information Technology Committee Minutes as written. Motion carried.
  
- FINANCIAL
  - Review of budget status and financial news
  
- OLD BUSINESS
  - 2024 Cyber Awareness Training
    - An update was provided to the Committee regarding the current completion statistics of the 2024 Cyber Awareness training campaign.
  - Soil and Water Quickbooks Migration
    - The ITCS Department has been working with the staff at Soil and Water to implement a solution to the Quickbooks issue that started after the software update. Significant progress has been made toward an in-house solution.
  
- NEW BUSINESS
  - GIS Public Information Responsibilities
    - Guidance was provided to the ITCS Department GIS Team toward the responsibilities it has to provide tailored information upon request from the public. While raw GIS data is provided for free to the public, the GIS team

should not be spending time or resources to tailor that raw data upon request.

- Remote Work Management System
  - The ITCS Department has developed a system using Microsoft Sharepoint for Tioga County employees to track their work while working remotely. If the County decides to move forward on a permanent Remote Work policy, we have the ability to accurately track and report this data to Supervisors and Legislators.
- Village of Nichols – Kirby Park
  - The ITCS Department has installed cameras at Kirby Park in the Village of Nichols. The project is nearly complete; however the Village is completing the installation of an additional pole and electric. Once complete, the final camera will be installed.
- Topp Business Solutions – Managed Print Services (MPS) Agreement
  - The ITCS Department has been working with Topp Business Solutions to develop an MPS agreement for the County. This agreement has two options. Option One, includes Break Fix, and option two only includes toner usage. The ITCS Department will be working with the County Departments and Shared Service municipalities to coordinate a possible implementation of this MPS agreement.

- PERSONNEL

- Nothing to Report

- RESOLUTIONS/PROCLAMATIONS

- C36 – AUTHORIZE EXECUTION OF COOPERATIVE AGREEMENTS BETWEEN THE LAW DEPARTMENT, ITCS, SHERIFF, DSS, PUBLIC HEALTH, AND MENTAL

- EXECUTIVE SESSION

- Legislator Brown motioned to move into Executive Session, seconded by Legislator Monell to discuss public safety matters at 9:47 a.m.

- Legislator Monell motioned to adjourn Executive Session at 9:55 a.m., seconded by Legislator Mullen.

- ADJOURNMENT

- Legislator Monell motioned to adjourn at 9:56 a.m., seconded by Legislator Ciotoli.