



Information Technology – Legislative Committee Meeting

08.08.23

- APPROVAL OF MINUTES
 - 07.05.23 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - Server Host Project
- NEW BUSINESS
 - Information Security Officer Report
 - 2024 Budget Report
- PERSONNEL
 - Nothing to Report
- RESOLUTIONS
 - H15 - AMEND RESOLUTION NO. 288-23 TRANSFER FUNDS AND AUTHORIZE PURCHASE OF HARDWARE AND INSTALLATION SERVICES TO UPGRADE ACCESS CONTROL AND SECURITY CAMERA SYSTEMS AT HEALTH AND HUMAN SERVICES AND COURT ANNEX BUILDINGS
 - H33 - AUTHORIZE CAPITAL PROJECT AMERICAN RESCUE PLAN ACT (ARPA) CAPITAL APPROPRIATION
- PROCLAMATIONS
 - Nothing to Report
- ADJOURNMENT



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

July 5th, 2023, at 9:30 am

ATTENDANCE:

- Legislators: W. Jake Brown, Tracy Monell, Ron Ciotoli, Dennis M. Mullen and Martha Sauerbrey
- Staff: Jeremy Loveland, CIO and Brandon Clark Deputy Director
- Guests: Cathy Haskell, Peter DeWind

- APPROVAL OF MINUTES: Approval of June 6th, 2023, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Dennis Mullen to approve the June 6th, 2023 Information Technology Committee Minutes as written. Motion carried.

- FINANCIAL
 - Review of budget status and financial news.

- OLD BUSINESS
 - DSS Migration
 - This project is nearing completion. There are only 4 devices remaining to be migrated to the Tioga County Network.
 - CrowdStrike
 - Brandon Clark has worked with CrowdStrike to ensure proper configuration and implementation has taken place for the Tioga County environment. CrowdStrike has been installed on all ITCS devices and planned implementation for the remaining assets is planned soon.
 - Server Host Project
 - Charles Root is leading this project. All hardware is installed, and he is coordinating with Lynx Technologies to ensure proper communication between the server hosts and the NetApp Storage Area Network. Power requirements are being defined and addressed by Tioga County Buildings

and Grounds personnel for the Public Safety Data Center location.

- County Fire / Security Alarm in Dispatch

- The County has identified and attended a demonstration for a possible upgrade / replacement for the existing Bosch alarm notification system located in the County's Dispatch center.
- This system utilizes the same system the County has been installing for building access control and security cameras. This also aligns with the County's vision of implementing and operating a single security platform within all County buildings.
- This system includes a human monitoring element which allows the County to dictate appropriate actions depending on the type of alarm or event notification.
- ITCS will design the system and present to the team for consensus to present to the Legislature to request funding.

- 56 Main Street UPS Maintenance

- The parts have been ordered by Vertiv, Inc. for the planned maintenance of the UPS system at 56 Main Street. ETA for those parts is October 2023. At that time, the maintenance window will be scheduled and coordinated.

- NEW BUSINESS

- MITEL Software Update

- Required software updates for the MITEL phone system within Tioga County is planned for July 17th beginning at 4 a.m. This has been coordinated with Public Safety as the non-emergency phone number of 607-687-1010 will be offline for approximately 20 minutes following the appliance updates.

- Web Server Update

- The operating system hosting the current Tioga County Website is reaching end of life later this year. An updated virtual server has been purchased. The Tioga County Web Development contractor has started the process of migrating services to the new server. Once a cutover date

has been identified, this will be communicated and coordinated with the County.

- Firewall Upgrade

- The Chief Information Officer and Deputy Director of ITCS have investigated options for upgrading firewall services and capabilities within Tioga County and its Shared Service agencies. Hardware has been identified and negotiations with the vendor are ongoing. It is anticipated to present to the Legislature for consideration during the August Legislative meeting.
- Funding for this project will be requested via ARPA funds designated to other ITCS projects, which will require Legislative approval to re-designate.

- PERSONNEL

- Nothing to Report

- RESOLUTIONS/PROCLAMATIONS

- G10 – TRANSFER FUNDS TO PURCHASE CONFERENCE ROOM CHAIRS FOR ITCS CONFERENCE ROOM
- G11 – TRANSFER FUNDS TO PURCHASE BACKUP AND OFFSITE COLD STORAGE SOLUTIONS FOR INFORMATION TECHNOLOGY AND COMMUNICATION SERVICES
- G12 – TRANSFER FUNDS AND AUTHORIZE PURCHASE OF HARDWARE AND INSTALLATION SERVICES TO UPGRADE ACCESS CONTROL AND SECURITY CAMERA SYSTEMS AT HEALTH AND HUMAN SERVICES AND COURT ANNEX BUILDINGS
- G13 – TRANSFER FUNDS TO PURCHASE IPADS FOR CORONERS
- G38 – TRANSFER FUNDS TO PURCHASE UPGRADED SECURITY CAMERAS FOR REMAINING HEALTH AND HUMAN SERVICES BUILDING CAMERA LOCATIONS

- EXECUTIVE SESSION

- Legislator Monell motioned to move into Executive Session, seconded by Legislator Mullen to discuss public safety matters at 9:40 a.m.
- Legislator Mullen motioned to adjourn Executive session at 9:52 a.m., seconded by Legislator Ciotoli

- ADJOURNMENT

- Legislator Monell motioned to adjourn at 10:03 a.m., seconded by Legislator Ciotoli.

DRAFT

Review of 2023 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2023 08							
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	-143,049.16	.00	-67,022.84	68.1%*
A1680 412707 Shared Services- E	-90,000	0	-90,000	-3,588.00	.00	-86,412.00	4.0%*
A1680 422280 Data Processing/Pr	0	0	0	-65.42	.00	65.42	100.0%
A1680 424100 Rental Of County O	-5,000	0	-5,000	-4,500.00	.00	-500.00	90.0%*
A1680 430891 SSG21 State Aid Gr	0	-42,122	-42,122	.00	.00	-42,122.00	.0%*
A1680 510010 Full Time	548,395	0	548,395	270,646.72	.00	277,748.28	49.4%
A1680 520070 Chairs	0	380	380	373.05	.00	6.95	98.2%
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 Servic	58,880	-13,034	45,846	805.50	7,350.70	37,690.00	17.8%
A1680 540140 M7674 Contracting S	0	528,651	528,651	61,928.00	.00	466,722.92	11.7%
A1680 540140 SSG21 Contracting S	0	16,609	16,609	.00	.00	16,609.00	.0%
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%
A1680 540220 Automobile Fuel	400	200	600	364.58	.00	235.42	60.8%
A1680 540320 Leased/Service Equ	5,500	0	5,500	846.09	355.00	4,298.91	21.8%
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	0	1,500	.00	.00	1,500.00	.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	11,654	183,967	104,388.28	3,419.00	76,159.52	58.6%
A1680 540640 Supplies (Not Offi	4,500	0	4,500	3,307.05	.00	1,192.95	73.5%
A1680 540640 SSG21 Supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%
A1680 540660 Telephone	70,700	0	70,700	26,251.50	.00	44,448.50	37.1%
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	800	5,800	.00	.00	5,800.00	.0%
A1680 581088 State Retirement F	46,168	0	46,168	24,282.68	.00	21,885.26	52.6%
A1680 583088 Social Security Fr	39,959	0	39,959	21,410.03	.00	18,548.67	53.6%
A1680 584088 Workers Compensati	9,795	0	9,795	5,582.58	.00	4,212.14	57.0%
A1680 585588 Disability Insuran	543	0	543	297.54	.00	245.34	54.8%
A1680 586088 Health Insurance F	166,015	0	166,015	60,445.01	.00	105,570.19	36.4%
A1680 588988 Eap Fringe	116	0	116	69.54	.00	46.94	59.7%
TOTAL Information Technology	893,112	518,777	1,411,889	485,842.50	11,124.70	914,921.89	35.2%
TOTAL General Fund	893,112	518,777	1,411,889	485,842.50	11,124.70	914,921.89	35.2%
TOTAL REVENUES	-305,072	-42,122	-347,194	-151,202.58	.00	-195,991.42	
TOTAL EXPENSES	1,198,184	560,899	1,759,083	637,045.08	11,124.70	1,110,913.31	

FOR 2023 08							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	893,112	518,777	1,411,889	485,842.50	11,124.70	914,921.89	35.2%

H1680 – Year-to-Date Capital Budget Report

FOR 2023 08								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
H Capital Fund	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
H1680 Information Technology								
H1680 430970 SSG21 State Aid - C	0	-61,400	-61,400	.00	.00	-61,400.00	.0%*	
H1680 520270 Telephone Equipmen	6,666	0	6,666	.00	.00	6,666.00	.0%	
H1680 520620 Software Expense	128,250	14,063	142,313	100,256.13	1,590.00	40,466.50	71.6%	
H1680 520620 M7674 Software Expe	0	70,000	70,000	.00	.00	70,000.00	.0%	
H1680 521090 Computer	66,167	104,096	170,263	93,600.96	33,067.55	43,594.19	74.4%	
H1680 521090 SSG21 Computer-Shar	0	2,303	2,303	.00	.00	2,302.52	.0%	
TOTAL Information Technology	201,083	129,061	330,144	193,857.09	34,657.55	101,629.21	69.2%	
TOTAL Capital Fund	201,083	129,061	330,144	193,857.09	34,657.55	101,629.21	69.2%	
TOTAL REVENUES	0	-61,400	-61,400	.00	.00	-61,400.00		
TOTAL EXPENSES	201,083	190,461	391,544	193,857.09	34,657.55	163,029.21		
FOR 2023 08								
	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
GRAND TOTAL	201,083	129,061	330,144	193,857.09	34,657.55	101,629.21	69.2%	

REFERRED TO:

ITCS COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -23

AMEND RESOLUTION NO. 288-23
TRANSFER FUNDS AND AUTHORIZE PURCHASE OF
HARDWARE AND INSTALLATION SERVICES TO
UPGRADE ACCESS CONTROL AND SECURITY
CAMERA SYSTEMS AT HEALTH AND HUMAN
SERVICES AND COURT ANNEX BUILDINGS

WHEREAS: Resolution No. 288-23 authorized a transfer of funds for the purchase of (7) Verkada CD62-E Outdoor Dome Cameras with mounts, (5) Verkada CD62 Indoor Dome Cameras, (10) Verkada AC42 4-Door Controllers, (30) Verkada AD33 Multi-format Card Readers, 10 Year licenses for all doors and cameras, and professional installation services using prevailing wage; and

WHEREAS: The Chief Information Officer would like to amend Resolution No. 288-23 to reflect the correct accounts for the software expense transfer for the Health and Human Services building portion of the project; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the purchase of (7) Verkada CD62-E Outdoor Dome Cameras with mounts, (5) Verkada CD62 Indoor Dome Cameras, (10) Verkada AC42 4-Door Controllers, (30) Verkada AD33 Multi-format Card Readers, 10 Year licenses for all doors and cameras, and professional installation services using prevailing wage rates from accounts H1621 520255 and H1621 520620 for the Health and Human Services building portion of the project and H1680 521090 and H1680 520620 for the Tioga County Court Annex portion of the project.

REFERRED TO: ITCS COMMITTEE
FINANCE COMMITTEE
PUBLIC WORKS COMMITTEE

RESOLUTION NO. -23 AUTHORIZE CAPITAL PROJECT
AMERICAN RESCUE PLAN ACT (ARPA)
CAPITAL APPROPRIATION REQUEST

WHEREAS: The Commissioner of Public Works and the Chief Information Officer have identified a need and made a recommendation to the Tioga County Legislature for the improvement of Security facilities by means of a Security Camera and Automated Building Access Control Systems upgrades at 477 NY-96, Owego, NY (Public Works and Highway Departments), 68 Temple Street, Owego, NY (Buildings and Grounds), and 71 Delphine Street, Owego NY (Truck Wash Facility); and

WHEREAS: American Rescue Plan Act "ARPA" funds have been budgeted in the Tioga County 2023 Capital Budget for use specifically as designated by the Tioga County Legislature for Building Construction within Tioga County; and

WHEREAS: Camera hardware requirements were overlooked and omitted from resolution 23-23 and associated One Time ARPA request form; and

WHEREAS: The additional camera hardware and software requirements total \$14,086.32; and

WHEREAS: Upon the successful receipt and review of the One Time ARPA request form(s), both the Legislative Chair and the ARPA Fund Administrator have granted their approval of the form, and have submitted the request to the Tioga County Legislature for final review and approval; and

WHEREAS: The Tioga County Legislature shall oversee and authorize all ARPA expenditures whether budgeted or not; therefore be it

RESOLVED: That invoices related to the Security Upgrades for 477 NY-96, Owego, NY (Public Works and Highway Departments), 68 Temple Street, Owego, NY (Buildings and Grounds), and 71 Delphine Street, Owego NY (Truck Wash Facility) to be paid with ARPA funds from the following account for no more than the amount requested:

From: **H1620 520994 M7674** **Building Construction – ARPA** **\$14,086.32**