



Information Technology – Legislative Committee Meeting

07.07.26

- APPROVAL OF MINUTES
 - o 06.02.26 IT Legislative Committee Meeting
- FINANCIAL
 - o Review of Budget Status and Financial News
- OLD BUSINESS
 - o Web Development 2027
 - o Shared Services Catalog of Services (Update)
 - o Shared Services Risk Assessments (EXECUTIVE)
 - o Shared Services Master Service Agreements
 - o MFA Grant Update
 - o ITCS 2026 Strategic Plan Update
- NEW BUSINESS
 - o ITCS Budget 2027
 - o Project Matrix
 - o June Cyber Security Report (EXECUTIVE)
 - o Department Head Fax Survey
- PERSONNEL
 - o Deputy Director – Ryan Ceruti
- RESOLUTIONS
 - o G26 Attack Surface Management
 - o G27 Acceptance of Master Service agreement with Town of Barton
 - o G28 Acceptance of Master Service agreement with Town of Owego
- PROCLAMATIONS



- Review of 2026 Budget and Financial News
- H1680 2026 – Year-to-Date Capital Budget Report



TIOGA COUNTY, NEW YORK

Tioga County

YEAR-TO-DATE BUDGET REPORT

FOR 2026 12							
ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED			AVAILABLE	PCT
H Capital Fund	APPROP	ADJUSTMENTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
H1680 Information Technology							
H1680 520270 Telephone Equipmen	6,750	0	6,750	.00	.00	6,750.00	.0%
H1680 520620 Software Expense	1,500	0	1,500	828.31	.00	671.69	55.2%
H1680 520620 M7674 Software Expe	0	15,656	15,656	.00	.00	15,656.00	.0%
H1680 521090 Computer	120,400	0	120,400	18,269.69	.00	102,130.31	15.2%
TOTAL information technology	128,650	15,656	144,306	19,098.00	.00	125,208.00	13.2%
TOTAL Capital Fund	128,650	15,656	144,306	19,098.00	.00	125,208.00	13.2%
TOTAL EXPENSES	128,650	15,656	144,306	19,098.00	.00	125,208.00	

Information Technology and Communication Services

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827

Brandon M. Clark Chief Information Officer

607 687 8294

www.TiogaCountyNY.gov



- A1680 2026 – Year-to-Date Budget Report



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2026 12							
ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED			AVAILABLE	PCT
A General Fund	APPROP	ADJUSTMENTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
A1680 Information Technology							
A1680 412702 Shared Services- I	-210,072	0	-210,072	-112,796.63	.00	-97,275.37	53.7%
A1680 412707 Shared Services- E	-90,000	0	-90,000	.00	.00	-90,000.00	.0%
A1680 422280 Data Processing/Pr	0	0	0	-881.24	.00	881.24	100.0%
A1680 424100 Rental of County D	-5,000	0	-5,000	-900.00	.00	-4,100.00	18.0%
A1680 510010 Full Time	680,676	0	680,676	221,686.85	.00	458,989.15	32.6%
A1680 510050 All Other(On Call,	0	0	0	2,730.15	.00	-2,730.15	100.0%
A1680 540070 Car Maintenance	300	0	300	112.33	.00	387.67	22.5%
A1680 540140 Contracting Servic	52,000	0	52,000	35,917.93	.00	16,082.07	69.1%
A1680 540140 M7674 Contracting S	0	26,928	26,928	.00	.00	26,928.00	.0%
A1680 540180 Dues	50	0	50	50.00	.00	.00	100.0%
A1680 540220 Automobile Fuel	800	0	800	212.98	.00	587.02	26.6%
A1680 540320 Leased/Service Equ	5,500	0	5,500	.00	.00	5,500.00	.0%
A1680 540350 Office Equip Maint	19,553	0	19,553	19,553.08	.00	.00	100.0%
A1680 540420 Office Supplies	1,500	0	1,500	871.62	.00	628.38	58.1%
A1680 540485 Printing/Paper	1,000	0	1,000	545.02	.00	454.98	54.5%
A1680 540620 Software Expense	322,522	0	322,522	108,182.03	.00	214,339.60	33.5%
A1680 540640 Supplies (Not Offi	4,500	0	4,500	1,194.15	.00	3,305.85	26.5%
A1680 540640 SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%
A1680 540660 Telephone	72,500	0	72,500	34,711.06	.00	37,788.94	47.9%
A1680 540661 Telephone Maintena	3,296	0	3,296	1,013.64	1,038.64	1,243.72	62.3%
A1680 540733 Training/All Other	5,000	0	5,000	452.15	.00	4,547.85	9.0%
A1680 581088 State Retirement F	97,384	0	97,384	26,528.20	.00	70,855.80	27.2%
A1680 583088 Social Security Fr	52,292	0	52,292	16,668.13	.00	35,623.87	31.9%
A1680 584088 Workers Compensati	12,332	0	12,332	4,359.88	.00	7,972.12	35.4%
A1680 585588 Disability Insuran	590	0	590	204.24	.00	385.76	34.6%
A1680 586088 Health Insurance F	194,993	0	194,993	73,303.40	.00	121,689.60	37.6%
A1680 588988 Eap Fringe	158	0	158	54.28	.00	103.72	34.4%
TOTAL Information Technology	1,224,574	26,928	1,251,502	433,773.25	1,038.64	816,689.82	34.7%
TOTAL General Fund	1,224,574	26,928	1,251,502	433,773.25	1,038.64	816,689.82	34.7%
TOTAL REVENUES	-305,072	0	-305,072	-114,577.87	.00	-190,494.13	
TOTAL EXPENSES	1,529,646	26,928	1,556,574	548,351.12	1,038.64	1,007,183.95	

Information Technology – Legislative Committee Meeting 06.02.26

Attendance Legislators: Andrew Aronstam, Jake Brown, Ray Bunce, Tracy Monell, and William Standinger

Staff: Jackson Bailey (County Administrator), Brandon Clark (Chief Information Officer)

GUEST: Cathy Haskell (Legislative Clerk) Heather Canfield (Office Specialist II)

- APPROVAL OF MINUTES
 - o 05.05.26 IT Legislative Committee Meeting
 - Approval of 05.05.26 Information Technology Committee Minutes: Legislator Andrew Aronstam made the motion, seconded by Legislator William Standinger to approve 05.05.26 Information Technology Committee Minutes as written. Motion carried.
- FINANCIAL
 - o Review of Budget Status and Financial News
- OLD BUSINESS
 - o NYSLGITDA Conference
 - Chief Information Officer Brandon Clark provided updates from the conference.
 - o Xerox Copier Replacement – DPW - Legislature
 - Copiers for both the Legislative office and DPW have been delivered.
 - o Shared Services Catalog of Services
 - F23 Shared Services Catalog of Services Acceptance Town of Owego and Town of Barton
 - Town of Owego Signed up for Core services, Internet, Voip, Email, and Security Camera setup.
 - Town of Barton Signed up for Core services, Internet, Voip, and Email.
 - Awaiting Village of Owego Catalog of Services.
- NEW BUSINESS
 - o Website Development 2027
 - Local governments must ensure their websites, mobile applications, and digital content conform with the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standard.

- o Shared Services Master Service Agreements
 - CIO Clark presented Resolutions to Move forward to sign the Master service Agreements for Village of Waverly, Town of Spencer, Town of Nichols, Town of Candor, Tioga County Soil and Water, and Tourism.
- o Flex Upgrade
 - The ITCS department has completed a major update to Spillman with Motorola.

Request for executive session motioned by Jake Brown and second by Ray Bunce 9:38am to discuss Security.

- o Site Security (EXECUTIVE)
- o Flex Upgrade (EXECUTIVE)
- o Shared Services Risk Assessments (EXECUTIVE)

Exited Executive Session with the following Action items at 10:08am.

- o Draft a letter to Village of Owego to request a formal mitigation plan for ageing equipment for OPD.

- PERSONNEL

- o Deputy Director
 - Reso F22 represents the request to appointment Ryan Ceruti Deputy Director with a Start date of 6/15/2026

- RESOLUTIONS

- o F21 HVAC Preventative Maintenance 56 Main St Data Center
- o F22 Deputy Director of ITCS Appointment
- o F23 Shared Services Catalog of Services Acceptance Town of Owego and Town of Barton.
- o F24 Acceptance of Master Service agreement with Town of Spencer
- o F25 Acceptance of Master Service agreement with Town of Nichols
- o F26 Acceptance of Master Service agreement with Town of Candor
- o F27 Acceptance of Master Service agreement with Tioga County Soil and Water
- o F28 Acceptance of Master Service agreement with Tioga County Tourism
- o F29 Acceptance of Master Service agreement with Village of Waverly

- PROCLAMATION

REFERRED TO:

ITCS COMMITTEE

RESOLUTION NO. -26

AUTHORIZE EXECUTION OF THE
INTERGOVERNMENTAL AGREEMENT WITH
NEW YORK STATE OFFICE OF INFORMATION
TECHNOLOGY SERVICES (ITS) AND THE DIVISION
OF HOMELAND SECURITY AND EMERGENCY
SERVICES (DHSES) FOR ATTACK SURFACE
MANAGEMENT (ASM) SERVICES

WHEREAS: New York State ITS and DHSES jointly administer cybersecurity initiatives designed to improve the security and resiliency of political subdivisions through cooperative intelligence sharing, centralized threat monitoring, and the Joint Security Operations Center (JSOC); and

WHEREAS: The State recognizes **Attack Surface Management (ASM)** as a foundational component of a sound cybersecurity program, helping entities identify vulnerabilities in their externally facing networks, cloud assets, public servers, IP addresses, certificates, and related technology infrastructure; and

WHEREAS: The Intergovernmental Agreement (IA) provides **ASM services at no cost** to Tioga County, leveraging State economies of scale and providing direct training from the software provider to County personnel; and

WHEREAS: The IA requires the County to access and utilize the ASM platform, collaborate with the State's designated technical leads, and take necessary remediation actions on vulnerabilities identified by the service, while the State covers all licensing costs; and

WHEREAS: This initiative aligns with the County's **ITCS Strategic Plan**, specifically the strategic priorities to:

1. Reduce cybersecurity risk exposure;
2. Improve detection and response to cyber threats;
3. Protect taxpayer investments by proactively reducing the likelihood and impact of disruptions;
4. Strengthen intergovernmental cybersecurity partnerships that provide measurable taxpayer value; and

WHEREAS: Tioga County previously adopted Resolution No. 66-23 authorizing participation in the **Endpoint Detection & Response (EDR)** software program (CrowdStrike), which operates in parallel and complements ASM capabilities by improving layered defense and reducing overall cyber risk; and

WHEREAS: The ASM program enhances County resilience by expanding visibility across the County's digital footprint, enabling faster response to cyber threats through NYSOC collaboration, and providing real-time vulnerability intelligence that benefits County operations and taxpayers; and therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Chair of the Tioga County Legislature, County Administrator, or other authorized officer, contingent upon review and approval of the County Attorney to **sign** the Intergovernmental Agreement for Attack Surface Management (ASM) Services, and the Chief Information Officer is authorized to execute and carry out all responsibilities required under the agreement, including accessing and managing the ASM platform and coordinating with New York State as outlined in the contract.

REFERRED TO: ITCS COMMITTEE

RESOLUTION NO. -26 ACCEPTANCE OF MASTER SERVICE AGREEMENT
BETWEEN INFORMATION TECHNOLOGY &
COMMUNICATION SERVICES AND
THE TOWN OF BARTON

WHEREAS: Tioga County Information Technology & Communication Services (ITCS) have prepared a Master Service Agreement (MSA) for the provision of IT and communication services; and

WHEREAS: The agreement is a **backdated agreement beginning April 1, 2026** as outlined in the Master Service Agreement; and

WHEREAS: The Town of Barton has selected services from the County's 2026 Catalog of Services, including the required foundational shared services; and

WHEREAS: ITCS has completed the required risk assessment referenced in the Master Service Agreement; and

WHEREAS: Execution of this Agreement requires review by the Tioga County Attorney and receipt of The Town of Barton signature; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts the Master Service Agreement between ITCS and The Town of Barton as a backdated agreement beginning April 1, 2026, contingent upon County Attorney review and The Town of Barton's signature; and be it further

RESOLVED: That the Tioga County Legislature hereby authorizes the Chair of the Legislature, County Administrator, or other authorized officer, contingent upon review and approval of the County Attorney to execute the Master Service Agreement and any related documents upon completion of these requirements between Information Technology and Communication Services and the Town of Barton.

REFERRED TO:

ITCS COMMITTEE

RESOLUTION NO. -26

ACCEPTANCE OF MASTER SERVICE AGREEMENT
BETWEEN INFORMATION TECHNOLOGY &
COMMUNICATION SERVICES AND
THE TOWN OF OWEGO

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