



## Information Technology – Legislative Committee Meeting

12.07.21

**Legislators Present:** Loretta Sullivan, Cliff Balliet, Tracey Monell, Mike Roberts and Martha Sauerbrey

**Staff Present:** Jeremy Loveland, CIO and Sue Haskett, ISO

**Minutes:** Approval of November 2nd, 2021 Information Technology Committee Minutes: Legislator Monell made the motion, seconded by Legislator Balliet to approve the November 2nd, 2021 Information Technology Committee Minutes as written. Motion carried.

1. **Review of budget status and financial news** – Operations and capital expenses are on track. Bills for shared services have been sent out. The Capital Planner Document has been updated.
2. **Resolution Review:**
  - i. L 28 – Authorize salary reallocation and appointment of ITCS Deputy Director
  - ii. L 38 – Authorize creation of System Administrator in ITCS
  - iii. L 51 – Authorization to contract with Pictometry International Corporation for GIS Imagery
3. **Information Security Officer Report** – The ISO continues to work on the Business Continuity Management Policy that was created by the Bonadio Group. The ISO and Director of ITCS met with the Bonadio Group to discuss the policy. The contract was reviewed. The updates/comments for this policy have been sent back to the Bonadio Group.
4. **Shared Services Update** – Town of Owego is preparing to move into their new building. ITCS met with them regarding building access control and a few small items that need addressed prior to them moving in. This list includes relocating some network equipment, installation of wireless access points and copiers. ITCS will be working with their security contractor to develop course of actions regarding their access control.

ITCS met with the Village of Owego leadership to begin planning onboarding them to the County network. All fiber connections are planned to be completed by December 17th. Temporary switches have been configured. ITCS will work with their security contractors regarding building access and alarms once the network is established in their new building. They are compiling and providing computer usage data and phone number usage. ITCS is developing a work scope planning document to begin identifying milestones for this project.

5. **Climate survey results** – The four top core findings for improvement were;

- #1 County Website
- #2 Professional Development (training)
- #3 Printers and Copiers
- #4 ITCS Communication

6. **Storage Area Network (SAN)** – After researching multiple vendors and products the ITCS team is recommending the purchase of two (2) NETAPP C190 All Flash Arrays with 50TB usable storage from Lynx Technologies in Grand Island, NY. The total price of the devices, installation and support for 36 months is \$103,290.78. This is under the \$110,000 budgeted amount between capital funding in 2022 and ARPA funding.
7. **Multi-Factor Authentication (MFA) / Cyber Insurance** – ITCS is beginning the investigation of applicable MFA implementation strategies to use within the County. ITCS reviewed and participated in demo from Okta regarding their product. The cost of implementing an MFA strategy may dictate the direction the County is able to pursue. However, the cost of implementing MFA may certainly be less than accepting the liability Cyber Insurance will force the county to accept without it.
8. **DSS Migration** – ITCS is continuing to collect data on the NYS Virtual Desktop Infrastructure being used on County-owned devices. Once this data collection is complete, ITCS will identify hurdles and determine mitigation efforts for those issues. The county has 12 months to complete this migration with a deadline of January 2023.
9. **ECC Broadband Study** - ECC has been contract by NYS Department of Public Service to complete an extensive broadband survey. ECC has asked the county assist in disseminating information regarding a resident broadband questionnaire.
10. **Phone System Upgrade** - ARPA funds are planned to be released and used to purchase updated Mitel phone switches to replace end of life equipment throughout the county. This work will be completed by All Mode, with a completion being as soon as possible.
11. **Office 365 Recommendation** – ITCS staff presented a recommendation to enroll in an Enterprise Agreement (EA) with Microsoft for Office 365. This would be a significant increase in operating expenses. The committee decided to table this discussion and readdress with new members in January 2022.