

**INFORMATION TECHNOLOGY  
COMMITTEE MEETING MINUTES**  
December 4, 2018

**Legislators Present:** Loretta Sullivan, Mike Roberts,  
and Tracy Monell

**Meeting Date and Time:** December 4, 2018 at 10:34 AM

**Staff Present:** Douglas Camin, Director of Information Technology and  
Communication Services, Sue Haskett, ISO, Lisa McCafferty,  
Director of Public Health, Clif Balliet, Incoming Legislator, Rita  
Hollenbeck, Budget Officer and Chris Silvestri.

A motion was made by Legislator Sullivan to accept last month's  
Committee Meeting minutes and seconded by Legislator  
Monell.

**Budget Status:**

Mr. Camin discussed his 2018 Budget saying that everything is running  
smooth.

**Status of Projects:**

**a. Shared Services Update:**

1. Mr. Camin stated that everything is moving along. After the  
meeting he is going over to speak with Becca Maffei, at Tourism,  
as she is planning on using Shared Services.

**b. Miscellaneous:**

2. Mr. Camin gave an update on the Windows 10 project. They  
are on the last leg of the project. They still have a few left to  
update. Board of Elections because of the November election  
and the certification had to be done before the update could  
take place. Also a couple of computers for Buildings and  
Grounds in a couple of different locations.

3. Tax Software Update: No new updates. Treasurer's office is slowly getting things resolved, there is a question about how bankruptcy items are taken care of.
4. Ms. Haskett, ISO had mentioned that she would like to set up some kind of training for employees, so that they realize how the County is vulnerable to attacks thru emails. Mr. Camin stated that he has been researching products that could help with this. Legislator Sullivan suggested that Ms. Haskett and Mr. Camin get together and decide what would be the best solution.

Meeting was adjourned at 11:00 AM

Respectfully Submitted

By

Christina M. Silvestri