

**INFORMATION TECHNOLOGY  
COMMITTEE MEETING MINUTES**

January 7, 2020

**Legislators Present:** Loretta Sullivan, Mike Roberts, Cliff Balliet, Tracy Monell and Marte Sauerbrey

**Meeting Date and Time:** January 7, 2020 at 10:32 AM

**Staff Present:** Douglas Camin, Director of Information Technology and Communication Services, Sue Haskett, ISO

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

Mr. Camin stated that the 2019 budget year went without significant issues. There were no questions about the budget as presented.

**Status of Projects:**

**a. Shared Services Update:**

1. Town of Owego: Owego has been brought onto the County's phone system as of late December. Waiting for a new "port" date to migrate the phone numbers for the town from Magna5 to Spectrum. Reached out to the owner of ICS to facilitate getting information from staff as they have become unresponsive to requests for meeting and information to successfully transition the computer systems from ICS management to County operations.
2. Town of Barton: Planning to migrate Barton's computer systems in the next 3-4 weeks. Pyramid Business Systems, the county's outside IT consultant, also handles Barton. As a result Mr. Camin has asked them to spearhead this transition.
3. Village of Waverly: Additional meetings to facilitate the construction path for Southern Tier Network are being done. Mr.

Camin met with the Superintendent of Waverly Schools and has a second meeting planned with Waverly IT staff and STN to review the new potential path. This places Waverly's project a bit behind schedule as we had hoped to have STN construction completed by this point, but it continues to progress otherwise.

**b. Information Security Officer Report:**

1. Security Awareness Training: A three year subscription to this software has been purchased by IT. Ms. Haskett will work with ITCS staff to implement and understand the software. When completed, Ms. Haskett plans to pursue an updated external IT audit with Bonadio Group.
2. Comprehensive Information Security Policy: The updated document is finished with 68 changes. Ms. Haskett will be preparing a resolution for this in a future month. Mr. Camin noted that after these changes, many entities are also moving their security policies towards tracking the NIST security standards and notating through the policy how each area matches to the NIST standards to ease the path of auditing. This would be a future revision.

**c. Open Discussion \ Updates:**

1. Multi-Year Maintenance Resolution: Mr. Camin mentioned that he will be submitting a resolution to update the language of a 2017 resolution authorizing ITCS to purchase multiple year contracts for specific software and services to save money. The new Security Awareness Training was not a previously authorized element and should be added to the list, with no other changes. Committee was in favor of this change.
2. Fiber Overlash Project: Plexicomm has completed the majority of the fiber overlash project. The only remaining segment is the underground portion between HHS and Public Safety, which requires specific coordination with Verizon, who owns the underground conduits. Mr. Camin will continue to work with Plexicomm on that to complete it.
3. Court House: Mr. Camin has worked with Buildings and Grounds to find a path for the fiber to connect the Court House to the county network. This will require B&G to run new fiber through the

Clerk building to establish a connect. Looking to have this completed in the next 4-6 weeks.

Meeting was adjourned at 11:05 AM.

Respectfully Submitted  
By  
Douglas J. Camin