INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

March 7th, 2023, at 9:30 am

ATTENDANCE:

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

- **APPROVAL OF MINUTES:** Approval of February 7th, 2023, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Ron Ciotoli to approve the February 7th, 2023 Information Technology Committee Minutes as written. Motion carried.

- **FINANCIAL**

  - Review of budget status and financial news:

    - The budget is tracking as expected.
    - The last General Bill from FY2022 has been paid. FY2022 for ITCS is ready to be closed.

- **OLD BUSINESS**

  - Town of Candor Shared Services

    - The fiber circuit to the Town of Candor Hall is complete. An additional requirement has been identified, which is to connect the Town Highway Department. ITCS Staff have designed a solution to meet those needs. The Town of Candor will be migrated to the Tioga County network within the next few weeks.

  - Town of Nichols Shared Services

    - The Town of Nichols Hall has been successfully migrated to the Tioga County network. The Town of Nichols Highway and Water Plant will be migrated within the next few weeks.

- NEW BUSINESS

  - Village of Nichols Shared Service Revocation.

    - The Village of Nichols Mayor expressed that the Shared Service Computer located in the mayors' home office is no longer needed. The ITCS Department will be removing the computer and VPN equipment within the next few weeks. The Village of Nichols and Tioga County ITCS Department mutually agree to revoke the Village of Nichols Master Service Agreement to provide IT Shared Services to the Village of Nichols.

  - Board of Elections Network Segregation

    - ITCS will be working toward completing the segregation of the Board of Elections data from the rest of the County network. This project is planned to be completed in the second quarter of FY2023.

  - Offsite – Offline Backup Location

    - ITCS is investigating various locations for hosting offsite and offline backups of the Tioga County and Shared Service agency's data. This is an effort to bolster the disaster recovery response and resilience stance for the County's critical information systems.

- PERSONNEL

  - Network Administrator Position Remains Vacant

    - This position remains vacant. The CIO has investigating various recruiting strategies, including partnering with the Veteran's Service Agency to market this position to transitioning Service Members.

  - Chief Information Officer Navy Reserve Annual Training

    - The CIO, Jeremy Loveland, will be completing his Annual Training at Navy Supply Systems Command, Business Systems Command in Mechanicsburg, PA from March 13th 2023 through April 7th, 2023. The Deputy Director of ITCS, Brandon Clark, will be filling in during this period of time.

- RESOLUTIONS/PROCLAMATIONS

  - C17 – RECOGNIZE WILLIAM OSTRANDER 15 YEARS OF DEDICATED SERVICE INFORMATION TECHNOLOGY AND COMMUNICATION SERVICES DEPARTMENT

  - C21 – TRANSFER FUNDS AND PURCHASE SERVER HOST HARDWARE

  - C22 – AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS – KNOWBE4 SECURIUTY AWARENESS TRAINING

  - C25 – AUTHORIZE EXECUTION OF COOPERATIVE AGREEMENTS BETWEEN THE LAW DEPARTMENT, ITCS, SHERIFF, DSS, PUBLIC HEALTH, AND MENTAL HYGIENE

  - C38 – AUTHORIZE MULTI-YEAR PREPAYMENT OF SUBSCRIPTION TO ACHIEVE SAVINGS – BARRACUDA MESSAGE ARCHIVER

- EXECUTIVE SESSION

  - Legislator Mullen motioned to move into Exec Session, seconded by Legislator Ciotoli to discuss public safety matters at 9:47 a.m.

  - Legislator Monell motioned to adjourn Exec Session at 9:52 a.m., seconded by Legislator Ciotoli.

- ADJOURNMENT 9:52 a.m.