



## Information Technology – Legislative Committee Meeting

12.06.22

- APPROVAL OF MINUTES
  - 11.08.22 IT Legislative Committee Meeting
- FINANCIAL
  - Review of Budget Status and Financial News
- OLD BUSINESS
  - Information Security Officer (ISO) Report
  - 56 Main Street Security Project
  - Office 365 Migration
  - IT Shared Service Billing
- NEW BUSINESS
  - Nothing to Report
- PERSONNEL
  - Nothing to Report
- RESOLUTIONS
  - L15 – AUTHORIZE AGREEMENT WITH ALL MODE COMMUNICATIONS INC. FOR MITEL TELECOMMUNICATIONS SYSTEM
- PROCLAMATIONS
  - Nothing to Report

- ADJOURNMENT

# Review of 2022 Budget and Financial News

## A1680 – Year-to-Date Budget Report

FOR 2022 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
A General Fund	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
<b>A1680 Information Technology</b>								
A1680 412702 Shared Services- I	-210,072	0	-210,072	-232,755.73	.00	22,683.73	110.8%	
A1680 412707 Shared Services- E	-90,000	0	-90,000	-64,425.56	.00	-25,574.44	71.6%*	
A1680 422280 Data Processing/Pr	0	0	0	-146.68	.00	146.68	100.0%	
A1680 424100 Rental Of County O	-5,000	0	-5,000	-4,950.00	.00	-50.00	99.0%*	
A1680 427010 Refunds Of Prior Y	0	0	0	-5,964.03	.00	5,964.03	100.0%	
A1680 430891 SSG21 State Aid Gr	0	-42,122	-42,122	.00	.00	-42,122.00	.0%*	
A1680 510010 Full Time	516,192	0	516,192	392,008.67	.00	124,183.33	75.9%	
A1680 510050 All other(On Call,	0	0	0	1,500.00	.00	-1,500.00	100.0%*	
A1680 520270 M7674 Telephone Equ	0	40,000	40,000	34,959.25	.00	5,040.75	87.4%	
A1680 540040 Books	250	0	250	.00	.00	250.00	.0%	
A1680 540070 Car Maintenance	500	0	500	53.02	.00	446.98	10.6%	
A1680 540140 Contracting Servic	58,880	-9,200	49,680	13,668.89	117.00	35,894.11	27.7%	
A1680 540140 M7674 Contracting S	0	563,628	563,628	413,717.08	.00	149,910.92	73.4%	
A1680 540140 SSG21 Contracting S	0	39,622	39,622	23,013.00	.00	16,609.00	58.1%	
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%	
A1680 540220 Automobile Fuel	400	0	400	276.01	.00	123.99	69.0%	
A1680 540320 Leased/Service Equ	5,500	0	5,500	-969.64	.00	6,469.64	-17.6%	
A1680 540350 Office Equip Maint	41,800	15,000	56,800	37,301.19	13,139.25	6,359.56	88.8%	
A1680 540390 Mileage Expense	150	700	850	439.47	.00	410.53	51.7%	
A1680 540420 Office Supplies	1,500	0	1,500	260.31	.00	1,239.69	17.4%	
A1680 540480 Postage	50	0	50	.00	.00	50.00	.0%	
A1680 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%	
A1680 540620 Software Expense	172,313	8,500	180,813	180,623.17	.00	189.83	99.9%	
A1680 540640 Supplies (Not Offi	4,500	0	4,500	3,224.81	.00	1,275.19	71.7%	
A1680 540640 SSG21 Supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%	
A1680 540660 Telephone	70,700	0	70,700	47,557.94	.00	23,142.06	67.3%	
A1680 540661 Telephone Maintena	24,500	0	24,500	18,724.80	.00	5,775.20	76.4%	
A1680 540733 Training/All Other	5,000	0	5,000	200.00	.00	4,800.00	4.0%	
A1680 581088 State Retirement F	46,168	0	46,168	41,839.87	.00	4,328.07	90.6%	
A1680 583088 Social Security Fr	39,959	0	39,959	30,373.48	.00	9,585.22	76.0%	
A1680 584088 Workers Compensati	9,795	0	9,795	8,373.87	.00	1,420.85	85.5%	
A1680 585588 Disability Insuran	543	0	543	446.31	.00	96.57	82.2%	
A1680 586088 Health Insurance F	166,015	0	166,015	112,117.88	.00	53,897.32	67.5%	
A1680 588988 Eap Fringe	116	0	116	95.76	.00	20.72	82.2%	
<b>TOTAL Information Technology</b>	<b>860,909</b>	<b>618,628</b>	<b>1,479,537</b>	<b>1,051,613.14</b>	<b>13,256.25</b>	<b>414,667.53</b>	<b>72.0%</b>	
<b>TOTAL General Fund</b>	<b>860,909</b>	<b>618,628</b>	<b>1,479,537</b>	<b>1,051,613.14</b>	<b>13,256.25</b>	<b>414,667.53</b>	<b>72.0%</b>	
TOTAL REVENUES	-305,072	-42,122	-347,194	-308,242.00	.00	-38,952.00		
TOTAL EXPENSES	1,165,981	660,750	1,826,731	1,359,855.14	13,256.25	453,619.53		

FOR 2022 12								
	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
<b>GRAND TOTAL</b>	<b>860,909</b>	<b>618,628</b>	<b>1,479,537</b>	<b>1,051,613.14</b>	<b>13,256.25</b>	<b>414,667.53</b>	<b>72.0%</b>	

# H1680 – Year-to-Date Capital Budget Report

FOR 2022 12							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
H Capital Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
<b>H1680 Information Technology</b>							
H1680 430970 SSG21 State Aid - C	0	-61,400	-61,400	.00	.00	-61,400.00	.0%*
H1680 440890 M7674 Federal Aid-0	0	0	0	-60,000.00	.00	60,000.00	100.0%
H1680 520620 Software Expense	100,000	0	100,000	76,803.21	.00	23,196.79	76.8%
H1680 520620 M7674 Software Expe	0	60,000	60,000	60,000.00	.00	.00	100.0%
H1680 521090 Computer	90,000	0	90,000	76,030.50	1,550.40	12,419.10	86.2%
H1680 521090 SSG21 Computer-Shar	0	61,400	61,400	59,097.48	.00	2,302.52	96.2%
TOTAL Information Technology	190,000	60,000	250,000	211,931.19	1,550.40	36,518.41	85.4%
TOTAL Capital Fund	190,000	60,000	250,000	211,931.19	1,550.40	36,518.41	85.4%
TOTAL REVENUES	0	-61,400	-61,400	-60,000.00	.00	-1,400.00	
TOTAL EXPENSES	190,000	121,400	311,400	271,931.19	1,550.40	37,918.41	

FOR 2022 12							
	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
GRAND TOTAL	190,000	60,000	250,000	211,931.19	1,550.40	36,518.41	85.4%



## INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

November 8<sup>th</sup>, 2022, at 9:29AM

- ATTENDANCE:
  - Legislators: W. Jake Brown, Tracy Monell, Ron Ciotoli, Dennis M. Mullen, Martha Sauerbrey and William Standinger
  - Staff: Jeremy Loveland, CIO and Susan Haskett, ISO
  - Guests: Peter DeWind and Cathy Haskell
- APPROVAL OF MINUTES: Approval of October 4<sup>th</sup>, 2022 Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Dennis M. Mullen to approve the October 4<sup>th</sup>, 2022, Information Technology Committee Minutes as written. Motion carried.
- FINANCIAL
  - Review of Budget Status and Financial News
    - The Financial Budget is on track.
- OLD BUSINESS
  - 56 Main Street Data Center HVAC
    - The equipment has been ordered
  - 56 Main Street Security Project
    - The Access Control System is functioning. Forty-five security cameras have been ordered.
  - DSS Migration
    - 33 computers have been ordered to be used to migrate from the state system to the county network. New computers were needed due to the state computers were too old and not compatible.
  - Town of Nichols – IT shared Services
    - We will start bringing the Town of Nichols on board in the spring of 2023
  - Office 365 Migration Report
    - 33% of the installation has been completed.
- NEW BUSINESS
  - IT Shared Services Billing
    - We are preparing the invoices, 75% are done
  - Electronic Fax System
    - sFax - new system will be web based

- Cyber Security Insurance Update
  - We are still insured but looking for a new company that meets our needs.
- ISO Report
  - HIPAA Training – preparing information to send out to all departments who need it.
  - Security awareness training – 84 out of 368 have not started the training
  - Phishing campaign – 16 people clicked on the link and one person opened the attachment
  - Suffolk County update – on their website is a notice that stated the assessment remains ongoing. Personal information was obtained, and those people were notified by law. They have hired multiple cyber security firms to conduct an examination to protect employees and residents and to restore online services.
  - Malicious domain blocking and reporting documents were handed out and graphs were discussed

- PERSONNEL

- Nothing to report

- RESOLUTIONS

- K21 – Authorize capital project American rescue plan act (ARPA) capital appropriation request 002.
  - No discussion or questions

- Proclamations

- Nothing to Report

- EXECUTIVE SESSION [if necessary. Record time commenced, time adjourned, purpose, and attendance]

- ADJOURNMENT

- Time 9:59AM

REFERRED TO: ITCS COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -22 AUTHORIZE AGREEMENT WITH ALL MODE  
COMMUNICATIONS INC. FOR MITEL  
TELECOMMUNICATIONS SYSTEM

WHEREAS: The Tioga County Information Technology and Communications Services department has a current support Agreement with All Mode Communications Inc. for the County's MITEL telecommunications system; and

WHEREAS: Tioga County Information Technology and Communications Services department is currently in year three of this three-year Agreement with All Mode Communications; and

WHEREAS: Budgetary quotes obtained from All Mode show that compared with annual installments, paying the up-front cost of \$57,319.20 for three years, would save the County a total of \$3,016.80; and

WHEREAS: The Chief Information Officer would like to continue support services for the County Telecommunications systems with an updated three (3) year support Agreement for the period of January 1, 2023 through December 31, 2025; and

WHEREAS: Funding will be provided for using Information Technology and Communication Services A1680 540661 (Telephone Maintenance); therefore be it

RESOLVED: That the Chair of the County Legislature is authorized to execute an agreement between Tioga County and All Mode Communications, Inc. upon review by the County Attorney; and be it further

RESOLVED: That \$19,106.40 for the above contract is paid from the budget line A1450 540620 yearly for three years.