

**INFORMATION TECHNOLOGY  
COMMITTEE MEETING MINUTES**

December 8, 2020

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

**Meeting Date and Time:** December 8, 2020 at 10:36 AM

**Staff Present:** Douglas Camin, CIO, Drew Griffin, Deputy Director, and Sue Haskett, ISO

Minutes from November were not voted on, as a quorum was not present at the start of the meeting.

**1. Review of Budget Status and Financial News -**

Mr. Camin reported that the budget is on track.

**2. Shared Services Updates –**

Mr. Camin reported that this year's revenue from ITCS shared services is about \$45k. Next year's revenue is expected to be about \$80k. Legislator Monell asked Mr. Camin about how we calculate the costs for ITCS shared services. Mr. Camin provided a detailed explanation.

**3. Resolutions –**

Chris Silvestri retirement resolution. Mr. Camin proposed a potential combination of titles before back filling this vacancy. The committee requested that Mr. Camin work with the County Attorney and Civil Service to ensure that all legal requirements are fulfilled. There was a discussion about the space being used by records and the historian at the A-Frame. That space may need to be reconfigured in the near future.

**4. Information Security Officer Report –**

Ms. Haskett reported on new phishing campaigns based on Zoom and COVID-19. Ms. Haskett also reported that the annual mandatory cyber security training has been completed by 335 of 393 users. Most incomplete trainings are at Town of Owego and Town of Barton. Ms. Haskett stated that the security audit is progressing and the draft report is expected next week.

**5. Open Discussion -**

Plexicomm has completed the burial of new conduit and will be pulling the new fiber to the Public Safety building soon. The rural broadband study is complete and the pricing models are being updated from European standard to the typical costs for our area. County wide issues with Zoom Microsoft Teams and other video conferencing has been addressed by our provider Empire Access. The HHS building has been experiencing some WiFi capacity issues. An upgrade plan is in place to resolve this.

Respectfully submitted by, Drew E. Griffin, Deputy Director ITCS