

**INFORMATION TECHNOLOGY  
COMMITTEE MEETING MINUTES**  
October 3, 2017

**Legislators Present:** Tracy Monell, Mike Roberts, Richard Huttleson and Martha Sauerbrey

**Meeting Date and Time:** October 3, 2017 at 10:37AM

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

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

**Budget Status:**

Mr. Camin stated that the budget is looking good.

Mr. Camin talked about the position for GIS and that the Legislators were misinformed about the position's salary. He explained that there would be an offset, as Real Property would not have to pay an outside company to do the tax maps. The person hired would also help with the daily jobs for GIS. The Committee okayed the GIS position and asked that Mr. Camin speak at the meeting on October 10<sup>th</sup>.

The position for Deputy Director was also discussed. Ms. O'Rourke had stated that a desk audit was to be done, however, there is not going to be a desk audit. Mr. Camin will also speak about this at the October 10<sup>th</sup> meeting.

**Status of Projects:**

- a. Fixed Assets:** Mr. Camin stated that Mary Hogan received the Auditor's depreciation report. Mary is now working on matching up fixed assets to their report. We are waiting for a meeting with the Auditors.
- b. Records Purging:** Chris Silvestri was given the authorization for the accounts she needs for purging information. She is working in the test mode of Tyler Content to learn how to do the purging.
- c. Miscellaneous:**

1. Fiber Optics Ring: The RFP will be going out.
2. Southern Tier Network: The fiber optics lines were brought into 56 Main Street. Mr. Camin is hoping to get Public Works set up on the Southern Tier network soon.

Meeting was adjourned at 10:55 AM

Respectfully Submitted  
By  
Christina M. Silvestri