

**INFORMATION TECHNOLOGY
COMMITTEE MEETING MINUTES**

October 8, 2019

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

Meeting Date and Time October 8, 2019 at 10:45 AM

Staff Present: Douglas Camin, Director of Information Technology and Communication Services, Sue Haskett, ISO, Lisa McCafferty, Director of Public Health

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

Budget Status and Financial News

Mr. Camin stated that the budget is looking good, no changes.

Munis Upgrade Project

Mr. Camin reminded everyone that the upgrade of the Munis financial system will be occurring this coming weekend, which is Columbus Day weekend. He outlined the high level planning that has taken place and that Friday afternoon all users will have to be off the system through Tuesday morning. Legislator Sullivan asked a question about exactly what time users would need to log off. Mr. Camin was not sure exactly as he did not have that email in front of him but felt it was sometime between noon and 3pm Friday. Legislator Sullivan asked Mr. Camin to be cognizant of the work of others in the County and minimize the downtime.

Shared Services Updates:

1. Owego: Mr. Camin indicated that the Town of Owego migration is coming along. There are issues with speed related to Spectrum and getting dates for porting numbers, which is delaying the phone cutover. We moved

Owego to use the County's Internet services the prior week, and will be moving them onto our network hardware in the near future.

2. Waverly \ Barton: We are still waiting for construction on Southern Tier Network to these two locations. Barton is expected to be completed first.

Information Security Officer:

Mrs. Haskett updated Legislators on her efforts to inform the County user base about phishing emails. She also intends to attend the NYSLGITDA conference coming up next week to hear presentations on the NY SHIELD act, auditing and PCI compliance.

Open Discussion:

1. Mr. Camin had the following updates on miscellaneous projects:
 - a. Spam filter: A new spam filter was put in place about three weeks ago. This solution appears to be working as expected and offers an improvement in the email encryption routines. It will also save approximately \$2.5K in cost annually.
 - b. Cybersecurity Grant: Tioga County was not awarded a cybersecurity grant this year.
 - c. NYSLGITDA Conference: Mr. Camin and Mr. Griffin, Deputy Director, will be attending the NYS IT Directors conference this week in Watkins Glen. Mr. Camin is the Vice President of NYSLGITDA and acts as session planner and emcee for the event.
 - d. Awad's office: George Awad's office has now been connected to the County's network via fiber put up by Plexicomm. Mr. Camin is continuing to work with Plexicomm to finish the project to replace fiber between County buildings.
 - e. Courthouse Fiber: The District Attorney's office put in a request to extend the County's network into the courthouse building. Upon investigation we found a 12 strand single mode fiber line in a 6 inch underground conduit between the courthouse as the court annex building. 2 strands are used by New York State. Mr. Camin will seek to use a pair of unused strands to extend the County's network. If needed, an addition fiber optic line can be pulled through the conduit.
 - f. Empire Access: Mr. Camin had a productive meeting with Empire Access regarding their future plans in Tioga County. Empire Access will be likely to seek usage of the County's POP.
 - g. Southern Tier Network: Mr. Camin and Mr. Griffin had a meeting with the CEO of STN the prior week. They were discussing new initiatives STN is pursuing, including a specific effort to try to finish reaching more rural residents with a hybrid service model similar to the

energy distribution system model. Legislator Roberts asked for some clarification on this process and expressed a concern that STN should not be getting into the private enterprise business of Internet service to subsidize rural residents – if they choose to live far from current service, they should be required to pay to connect to it. Mr. Camin explained that he understood the concern and, at this time, the specifics of their plan are under discussion and no single plan or approach is actively being pursued. He was invited to attend a meeting in Corning the following week to learn more.

Meeting was adjourned at 11:12 AM.

Respectfully Submitted
By
Douglas J. Camin