

Information Technology – Legislative Committee Meeting

11.04.25

Attendance Legislators: Martha Sauerbrey, Ray Bunce, Ron Ciotoli, Tracy Monell, William Standing, Andrew Aronstam

Staff: Jackson Bailey (County Administrator), Brandon Clark (Deputy Director of ITCS), Bryan Goodrich

Guest: Cathy Haskell

- APPROVAL OF MINUTES
 - 10.07.25 IT Legislative Committee Meeting
 - @ 9:30am Approval of 10.07.25, Information Technology Committee Minutes: Legislator Ray Bunce made the motion, seconded by Legislator Ron Ciotoli to approve the 10.07.25, Information Technology Committee Minutes as written. Motion carried.
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - O365 Shared Services Licenses
 - ITCS provided an update on the ongoing project related to shared services. The team is currently collaborating with Dell to secure the necessary licensing required for the shared services infrastructure. This step is critical to ensure compliance and functionality across all participating entities.
 - Windows 11 Upgrade
 - ITCS has purchased 55 PCs to support the completion of the Windows 11 upgrade initiative. These devices will be deployed to the remaining departments that have not yet been transitioned, ensuring full organizational alignment with the new operating system.
 - 2025 Annual Cybersecurity training.
 - ITCS has sent out notifications for this year's Cyber Security Training. This year's training is especially important because New York State has passed Senate Bill S7672, which requires all employees to complete cybersecurity awareness training.
 - DA Conference Room
 - ITCS has completed the DA Conference Room Project

- Public Safety LPR
 - ITCS has completed the License Plate Reader (LPR) component of the Surveillance Grant Project.
 - One additional exterior camera will be installed to monitor the public entrance at 103 Corporate Drive.
- DSS SCU Copier
 - ITCS, in coordination with TOPP Copy, has completed the installation of the new copier at the DSS Support Collection Unit (SCU).
 - This project is now complete.
- (GIS) Road Maintenance web application featured at the Tioga County Highway Superintendent Association meeting in October
- NEW BUSINESS
 - State and Local Cyber Security Grant Program
 - The ITCS Department is requesting approval from the Tioga County Legislature to proceed with signing the State and Local Cybersecurity Grant (SLCSG) through the Department of Homeland Security. This grant will support the acquisition of physical Multi-Factor Authentication (MFA) tokens to enhance cybersecurity for both County systems and Shared Services partners.
 - Town of Spencer Shared Services
 - The Town of Spencer has reached out to the Tioga County ITCS Department to request an assessment for potentially transitioning to the County's Shared ITCS Services.
 - Tioga County ITCS is currently in the process of updating Memorandums of Understanding (MOUs) and service catalogs related to shared services. Once these documents are finalized and cost estimates are obtained from County vendors, a proposed budget figure will be provided to the Town of Spencer for consideration.
 - Battery Backup Systems
 - TCS has completed battery testing in coordination with vendor VirtulT/StarTEK.
 - Battery systems at both 56 Main Street and 103 Corporate Drive are currently operational.
 - Battery replacements at 103 Corporate Drive are planned for completion this year; ITCS is awaiting a confirmed installation date from VirtulT.

- VirtulT has indicated that the current systems are approaching End-of-Life (EOL). ITCS has noted this for inclusion in the 2027 five-year capital budget planning process. New York State Switch Upgrades
 - CoHero Case Management
 - TCS has provided an update regarding the planned purchase of the CoHero Case Management System for the Tioga County Coroner's Office.
 - ITCS and the Coroner's Office are working collaboratively to prepare a resolution for December, to proceed with contract signing and the purchase of CoHero in accordance with County procurement policies.
 - (GIS) Public Safety Critical dataset, road centerline file, review in progress
 - Dataset assists with public safety dispatching, addressing, and local roads funding
 - Over 800 edits sent to the state by GIS Division, first pass
 - Twelve municipalities reached out to for meetings to resolve issues, have currently met with seven municipalities, will follow-up with others, awaiting official documents (abandonment/dedications) for ~20 roadways for final data manipulation, second pass (will adjust CHIPS funding)
 - (GIS) Shared Services: Village of Owego- Sewer Department
 - Compiling sewer data into a GIS. Reached out to consulting firm to request a data extract
 - (GIS) Redesigning the GIS Services webpage
 - Current site has customization limitations and could inhibit public interaction. Redesigned site is built using ArcGIS Hub, which supports customization, attractive layouts that will be inclusive for public engagement. Expected to launch site early in 2026.
- PERSONNEL
 - Deputy Director
 - Office Specialist II
 - Network Administrator
- RESOLUTIONS
 - K19 – SLCGP Shared Services Grant (MFA)
 - K20 – ESRI Renewal (2026–2028)

- K-37 – Budget Transfer: Tyler Technology
- PROCLAMATIONS
 - GEOGRAPHIC INFORMATION SYSTEMS (GIS) DAY
 - This proclamation commits the County to two strategic goals: leveraging cutting-edge technology for comprehensive problem-solving and efficient resource delivery, and prioritizing education for both the workforce and the public to enhance engagement with the lands of Tioga County via GIS
- Executive Session
 - At 10:13 a.m., Legislators Ray Bunce and Ron Ciotoli made a motion, seconded by Legislators Ron Ciotoli and Ray Bunce, to enter Executive Session to discuss a matter related to cybersecurity, as presented by Brandon Clark.
 - Executive Session ended at 10:20am.