



## Information Technology – Legislative Committee Meeting

**05.05.26**

- APPROVAL OF MINUTES
  - 04.07.26 IT Legislative Committee Meeting
- FINANCIAL
  - Review of Budget Status and Financial News
- OLD BUSINESS
  - O365 Shared Services
  - DPW HW TV
  - 2026 Certificate Upgrades
  - Xerox Copier Replacement – DSS -MH
  - Shared Services Catalog Update
  - Public Defenders Security
  - Cyber Security Training
- NEW BUSINESS
  - ITCS Community Partnership Objectives
  - NYSLGITDA Conference
  - Shared Services Scada Systems
  - FIRSTNET Panic Buttons
- PERSONNEL
  - Deputy Director
- RESOLUTIONS
  - E40 ARPA Funds for ITCS HVAC
  - E42 Shared Services
- PROCLAMATION

- **Review of 2026 Budget and Financial News**
- **H1680 2026 – Year-to-Date Capital Budget Report**



TIOGA COUNTY, NEW YORK

**Tioga County**  
**YEAR-TO-DATE BUDGET REPORT**

FOR 2026 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
H Capital Fund	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
<b>H1680 Information Technology</b>								
H1680 520270 Telephone Equipmen	6,750	0	6,750	.00	.00	6,750.00	.0%	
H1680 520620 Software Expense	1,500	0	1,500	828.31	.00	671.69	55.2%	
H1680 520620 M7674 Software Expe	0	15,656	15,656	.00	.00	15,656.00	.0%	
H1680 521090 Computer	120,400	0	120,400	7,972.52	.00	112,427.48	6.6%	
TOTAL Information Technology	128,650	15,656	144,306	8,800.83	.00	135,505.17	6.1%	
TOTAL Capital Fund	128,650	15,656	144,306	8,800.83	.00	135,505.17	6.1%	
TOTAL EXPENSES	128,650	15,656	144,306	8,800.83	.00	135,505.17		

# • A1680 2026 – Year-to-Date Budget Report



TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2026 12							
ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
<b>A1680 Information Technology</b>							
A1680 412702 Shared Services- I	-210,072	0	-210,072	.00	.00	-210,072.00	.0%*
A1680 412707 Shared Services- E	-90,000	0	-90,000	.00	.00	-90,000.00	.0%*
A1680 422280 Data Processing/Pr	0	0	0	-780.00	.00	780.00	100.0%
A1680 424100 Rental Of County O	-5,000	0	-5,000	-900.00	.00	-4,100.00	18.0%*
A1680 510010 Full Time	680,676	0	680,676	143,411.31	.00	537,264.69	21.1%
A1680 510050 All Other(On Call,	0	0	0	2,730.15	.00	-2,730.15	100.0%*
A1680 540070 Car Maintenance	500	0	500	112.33	.00	387.67	22.5%
A1680 540140 Contracting Servc	52,000	0	52,000	31,379.13	4,538.80	16,082.07	69.1%
A1680 540140 M7674 Contracting S	0	26,928	26,928	.00	.00	26,928.00	.0%
A1680 540180 Dues	50	0	50	50.00	.00	.00	100.0%
A1680 540220 Automobile Fuel	800	0	800	159.23	.00	640.77	19.9%
A1680 540320 Leased/Service Equ	5,500	0	5,500	.00	.00	5,500.00	.0%
A1680 540350 Office Equip Maint	19,553	0	19,553	.00	.00	19,553.08	.0%
A1680 540420 Office Supplies	1,500	0	1,500	858.69	.00	641.31	57.2%
A1680 540485 Printing/Paper	1,000	0	1,000	192.39	.00	807.61	19.2%
A1680 540620 Software Expense	322,522	0	322,522	89,884.93	18,132.48	214,504.22	33.5%
A1680 540640 Supplies (Not Offi	4,500	0	4,500	717.23	.00	3,782.77	15.9%
A1680 540640 SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%
A1680 540660 Telephone	72,500	0	72,500	32,234.92	.00	40,265.08	44.5%
A1680 540661 Telephone Maintena	3,296	0	3,296	1,013.64	1,038.64	1,243.72	62.3%
A1680 540733 Training/All Other	5,000	0	5,000	452.15	.00	4,547.85	9.0%
A1680 581088 State Retirement F	97,384	0	97,384	17,424.36	.00	79,959.64	17.9%
A1680 583088 Social Security Fr	52,292	0	52,292	10,987.70	.00	41,304.30	21.0%
A1680 584088 Workers Compensati	12,332	0	12,332	2,843.40	.00	9,488.60	23.1%
A1680 585588 Disability Insuran	590	0	590	133.20	.00	456.80	22.6%
A1680 586088 Health Insurance F	194,993	0	194,993	48,193.92	.00	146,799.08	24.7%
A1680 588988 Eap Fringe	158	0	158	35.40	.00	122.60	22.4%
<b>TOTAL Information Technology</b>	<b>1,224,574</b>	<b>26,928</b>	<b>1,251,502</b>	<b>381,134.08</b>	<b>23,709.92</b>	<b>846,657.71</b>	<b>32.3%</b>
<b>TOTAL General Fund</b>	<b>1,224,574</b>	<b>26,928</b>	<b>1,251,502</b>	<b>381,134.08</b>	<b>23,709.92</b>	<b>846,657.71</b>	<b>32.3%</b>
<b>TOTAL REVENUES</b>	<b>-305,072</b>	<b>0</b>	<b>-305,072</b>	<b>-1,680.00</b>	<b>.00</b>	<b>-303,392.00</b>	
<b>TOTAL EXPENSES</b>	<b>1,529,646</b>	<b>26,928</b>	<b>1,556,574</b>	<b>382,814.08</b>	<b>23,709.92</b>	<b>1,150,049.71</b>	

**DRAFT**

## Information Technology – Legislative Committee Meeting

**04.07.26**

Attendance Legislators: Tracy Monell, Jo Ellen Rose, Ray Bunce, William Standing, and Andrew Aronstam.

Staff: Jackson Bailey (County Administrator), Brandon Clark (Chief Information Officer)

GUEST: Cathy Haskell (Legislative Clerk) Heather Canfield (Office Specialist II)

- APPROVAL OF MINUTES
  - 03.03.26 IT Legislative Committee Meeting
    - Approval of 03.03.26 Information Technology Committee Minutes: Legislator Ray Bunce made the motion, seconded by Legislator William Standing to approve 03.03.26 Information Technology Committee Minutes as written. Motion carried.
- FINANCIAL
  - Review of Budget Status and Financial News
- OLD BUSINESS
  - O365 Shared Services
    - Chief Information Officer Clark reported the project was completed.
    - Requests for additional licenses are in the process to be procured for OPD.
  - Tyler Tech Clerk's Software
    - ITCS department has been put on hold in moving forward with the Tyler Technology project for the Clerk's office.
  - Coroners Technology
    - ITCS has provided new laptops, MIFIS and cameras for the Coroners.
    - Waverly PD Camera Project
      - Waverly PD Chief and ITCS met last week with Verkada to investigate a Solar solution to eliminate the need for power.
      - Discussion included the possibility of ITCS staff performing ground installation with DPW assistance for mounting.
  - Shared Services Catalog Update

- CIO Clark has completed a meeting with the Town of Nichols, and additional meetings with other municipalities and stakeholders are scheduled throughout the month of April.
- NEW BUSINESS
  - Public Defender Technology
    - A ticket has been opened to evaluate building security needs at the Public Defender's Office. ITCS is currently reviewing solutions for installing a panic button system and two Verkada security cameras.
  - Wireless Update
    - ITCS will be updating wireless technology and passwords countywide to align with updated security standards.
  - DPW HW TV Setup
    - ITCS has been tasked to implement a training TV in the Highway Department.
  - Department Risk Assessments
    - The ITCS department will begin departmental risk assessments this quarter.
    - Metrics will be brought forth quarterly for review with the committee.
  - Jail Whiteboard
    - The Jail has purchased the necessary equipment to complete. The ITCS department will be installing the solution in the month of April.
- PERSONNEL
  - Deputy Director
  - IT Specialist
- RESOLUTIONS
  - D29 – IT Specialist Appointment
- PROCLAMATION

REFERRED TO:

ITCS COMMITTEE  
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

AUTHORIZE USE OF AMERICAN RESCUE PLAN  
ACT (ARPA) FUNDS FOR EMERGENCY HVAC  
REPAIR AT 56 MAIN DATA CENTER

WHEREAS: The Chief Information Officer has reported that the critical Liebert HVAC system supporting the County's Data Center at 56 Main Street suffered a complete loss of cooling due to multiple component failures, resulting in total system shutdown; and

WHEREAS: Emergency repairs were immediately required to restore cooling capacity and prevent damage to essential County IT infrastructure; and

WHEREAS: Stark Tech Services LLC responded to the emergency and performed necessary repairs, including refrigerant recovery, replacement of failed components such as sight glass, filter drier, piping assembly, heater element, and recharging of R-407C refrigerant, totaling \$15,750.93; and

WHEREAS: These repairs were essential to protect equipment, maintain continuity of Data Center operations, and prevent further system deterioration; and

WHEREAS: American Rescue Plan Act "ARPA" funds have been budgeted in H1620 520911 M7674 Renovations 56 Main Street-ARPA account for essential infrastructure improvements, and the Department is requesting the use of ARPA funds to cover the cost of these necessary emergency repairs; therefore be it

RESOLVED: That invoices related to the emergency HVAC repairs at 56 Main Street in Owego, NY, performed by Stark Tech Services LLC in the amount of \$15,750.93, are hereby authorized to be paid with ARPA funds; and be it further

RESOLVED: That said expenditure shall be appropriate from the following account:

H1620 520911 M7674 Renovations 56 Main St – ARPA	\$15,750.93
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REFERRED TO:

ITCS COMMITTEE  
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

AUTHORIZING ACCEPTANCE ITCS CATALOG OF SERVICES FOR THE TOWN OF NICHOLS, TOWN OF SPENCER, VILLAGE OF WAVERLY, TOWN OF CANDOR, TIOGA COUNTY SOIL AND WATER, AND TIOGA COUNTY TOURISM

WHEREAS: Tioga County Resolution No. 133-26 established the process, governance, and required documents for municipalities participating in ITCS Shared Services, including the use of the ITCS Catalog of Services, the standardized ITCS Risk Assessment rubric, and the development of a Master Service Agreement; and

WHEREAS: In accordance with that established framework, the Information Technology & Communication Services (ITCS) department has conducted the necessary meetings and discussions directly with the Town of Nichols, Town of Spencer, Village of Waverly, Town of Candor, Tioga County Soil and Water and Tioga County Tourism regarding Shared Services participation; and

WHEREAS: Each municipality has reviewed and submitted its signed ITCS Catalog of Services to Tioga County for formal acceptance; and

WHEREAS: Under Resolution No. 133-26, acceptance of the Catalog of Services is the prerequisite step that authorizes ITCS to conduct the required ITCS Risk Assessment for each municipality using the standardized rubric evaluating governance, cybersecurity controls, infrastructure lifecycle, user training, and cyber-insurance readiness; and

WHEREAS: The results of these Risk Assessments must be presented to the ITCS Committee prior to the drafting of any Master Service Agreement, as established by the Shared Services governance process; therefore be it

RESOLVED: That the Tioga County Legislature hereby accepts the ITCS Catalog of Services submitted by the Town of Nichols, Town of Spencer, Village of Waverly, Town of Candor, Tioga County Soil and Water, and Tioga County Tourism; and be it further

RESOLVED: That the Legislative Chair is authorized to sign the accepted Catalogs of Services on behalf of Tioga County; and be it further

RESOLVED: That upon acceptance, the Chief Information Officer is authorized to initiate and complete the ITCS Risk Assessments for each municipality, with findings presented to the ITCS Committee prior to drafting the corresponding Master Service Agreements; and be it further

RESOLVED: That this resolution shall take effect immediately once approved.