

**INFORMATION TECHNOLOGY
COMMITTEE MEETING MINUTES**
September 4th, 2018

Legislators Present: Loretta Sullivan, Mike Roberts, and Martha Sauerbrey

Meeting Date and Time: September 4th, 2018 at 10:30 AM

Staff Present: Drew E. Griffin, Deputy Director of Information Technology and Communication Services; Lisa McCafferty, Director of Public Health; Susan Haskett, ISO

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

Budget Status:

Mr. Griffin stated that the budget is tracking appropriately for 2018. The 2019 budget was submitted and no additional questions have been asked as of this time.

Shared Services - updates

Mr. Griffin provided an update on the shared services initiative. He explained that meetings have been had with the Village of Waverly staff and mayor. Mr. Camin will meet with the board at their meeting on September 11th. Mr. Camin will also be meeting with the Town of Owego supervisor and staff on September 10th and the Owego Town Board of September 18th. Both municipalities are scheduled to approve signing the inter-municipal agreements with the County and then we can countersign. Final draft of the agreement for legislative review is being done by Peter DeWind and will be brought forward when he has completed it.

Miscellaneous Tracking Items

- a) **Windows 10 Deployment** – Mr. Griffin reviewed the departments that have currently received the new Windows 10 deployment, that they were currently working in Mental Hygiene and the last department/building to be done was Public Safety. They expect to be working in Public Safety by the end of September.

- b) **Tax Software** – Mr. Griffin reported that progress is steadily being made, Real Property has successfully used the new application to generate tax bills. No other significant updates at this time.

Information Security Officer Report

Ms. Haskett reported that she is currently working on an Incident Response Plan (IRP).

Open Discussion

There was a brief discussion about scheduling a tabletop drill with ITCS, Emergency Services, & the ISO.

Ms. McCafferty commented that the ITCS department did a good job with the Windows 10 deployment in Public Health

Meeting was adjourned at 11:00 AM.

Respectfully Submitted
By
Drew E. Griffin