



## Information Technology – Legislative Committee Meeting

12.05.23

- APPROVAL OF MINUTES
  - 11.07.23 IT Legislative Committee Meeting
- FINANCIAL
  - Review of Budget Status and Financial News
- OLD BUSINESS
  - Offsite / Offline Backup Project Update
- NEW BUSINESS
  - FLEX Connection Standardization
  - NYSP FLEX Connection
- PERSONNEL
  - Nothing to Report
- RESOLUTIONS
  - Nothing to Report
- PROCLAMATIONS
  - Nothing to Report
- ADJOURNMENT



## INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

November 7<sup>th</sup>, 2023, at 9:30 am

### ATTENDANCE:

- Legislators: Jake Brown, Tracy Monell, Ron Ciotoli, Dennis Mullen, William Standinger and Martha Sauerbrey
  - Staff: Jeremy Loveland, CIO and Brandon Clark Deputy Director
  - Guests: Cathy Haskell
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- APPROVAL OF MINUTES: Approval of October 3<sup>rd</sup>, 2023, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Ron Ciotoli to approve the October 3<sup>rd</sup>, 2023, Information Technology Committee Minutes as written. Motion carried.
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- FINANCIAL
    - Review of budget status and financial news
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- OLD BUSINESS
    - Offsite / Offline Backup Project Update
      - Backup appliance is installed and synchronizing all Virtual Servers. The tertiary, Offline/Offsite backup appliance has been configured and is currently synchronizing data. Anticipated installation at offsite location before the next ITCS Legislative Standing Committee meeting.
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- NEW BUSINESS
    - VERTIV Contract Merging with Public Safety
      - Public Safety and ITCS have coordinated with VERTIV, the County's maintenance contractor for the Uninterruptable Power Supply (UPS) systems at 56 Main Street and the Public Safety building, to merge the two contracts and align the contract renewals with the fiscal year of the County. ITCS will execute the contracts agreements moving forward with Public Safety providing funding for their portion of the maintenance agreements.

- FLEX Connection Standardization
  - ITCS would like to standardize the connection process for the municipalities within Tioga County to connect emergency vehicles to the County's Computer Aided Dispatch (CAD) program. This agreement will require standardized hardware and an attachment fee, per vehicle, if the municipality does not have a good standing IT Shared Service agreement in place with the County.

- PERSONNEL

- Nothing to Report

- RESOLUTIONS/PROCLAMATIONS

- K06 – TRANSFER FUNDS AND PURCHASE CAMERA HARDWARE
  - K13 – AUTHORIZE LEASE FOR EMPIRE ACCESS
  - K24 – AUTHORIZATION TO PROCEED WITH SHARED SERVICES AGREEMENT
  - K50 – TRANSFER AUTHORIZED CAPITAL PROJECT AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO FUND ACCESS CONTROL SYSTEM UPGRADE FOR PROBATION DEPARTMENT

- ADJOURNMENT

- Legislator Monell motioned to adjourn at 9:59 a.m., seconded by Legislator Ciotoli.

# Review of 2023 Budget and Financial News

## A1680 – Year-to-Date Budget Report

FOR 2023 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
A General Fund	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
<b>A1680 Information Technology</b>								
A1680 412702 Shared Services- I	-210,072	0	-210,072	-214,573.74	.00	4,501.74	102.1%	
A1680 412707 Shared Services- E	-90,000	0	-90,000	-3,588.00	.00	-86,412.00	4.0%*	
A1680 422280 Data Processing/Pr	0	0	0	-463.30	.00	463.30	100.0%	
A1680 424100 Rental Of County O	-5,000	0	-5,000	-4,500.00	.00	-500.00	90.0%*	
A1680 430891 SSG21 State Aid Gr	0	-42,122	-42,122	.00	.00	-42,122.00	.0%*	
A1680 510010 Full Time	548,395	0	548,395	447,200.64	.00	101,194.36	81.5%	
A1680 520070 Chairs	0	380	380	373.05	.00	6.95	98.2%	
A1680 540040 Books	250	0	250	.00	.00	250.00	.0%	
A1680 540070 Car Maintenance	500	0	500	.00	.00	500.00	.0%	
A1680 540140 Contracting Serv	58,880	-25,860	33,020	11,624.26	1,995.00	19,401.19	41.2%	
A1680 540140 M7674 Contracting S	0	528,651	528,651	61,928.00	.00	466,722.92	11.7%	
A1680 540140 SSG21 Contracting S	0	16,609	16,609	4,114.00	.00	12,495.00	24.8%	
A1680 540180 Dues	150	0	150	50.00	.00	100.00	33.3%	
A1680 540220 Automobile Fuel	400	200	600	511.06	.00	88.94	85.2%	
A1680 540320 Leased/Service Equ	5,500	0	5,500	694.45	355.00	4,450.55	19.1%	
A1680 540350 Office Equip Maint	41,800	-1,861	39,939	32,692.33	.00	7,246.92	81.9%	
A1680 540390 Mileage Expense	150	0	150	.00	.00	150.00	.0%	
A1680 540420 Office Supplies	1,500	0	1,500	.00	.00	1,500.00	.0%	
A1680 540480 Postage	50	0	50	1.23	.00	48.77	2.5%	
A1680 540485 Printing/Paper	1,000	0	1,000	986.00	.00	14.00	98.6%	
A1680 540620 Software Expense	172,313	46,130	218,443	199,559.00	18,818.16	65.39	100.0%	
A1680 540640 Supplies (Not Offi	4,500	1,150	5,650	5,473.70	.00	176.30	96.9%	
A1680 540640 SSG21 supplies (Not	0	2,500	2,500	.00	.00	2,500.00	.0%	
A1680 540660 Telephone	70,700	-2,000	68,700	54,247.31	.00	14,452.69	79.0%	
A1680 540661 Telephone Maintena	24,500	0	24,500	23,304.00	.00	1,196.00	95.1%	
A1680 540733 Training/All Other	5,000	-5,000	0	.00	.00	.00	.0%	
A1680 581088 State Retirement F	46,168	0	46,168	40,948.88	.00	5,219.06	88.7%	
A1680 583088 Social Security Fr	39,959	0	39,959	34,539.34	.00	5,419.36	86.4%	
A1680 584088 Workers Compensati	9,795	0	9,795	9,108.42	.00	686.30	93.0%	
A1680 585588 Disability Insuran	543	0	543	485.46	.00	57.42	89.4%	
A1680 586088 Health Insurance F	166,015	0	166,015	91,802.36	.00	74,212.84	55.3%	
A1680 588988 Eap Fringe	116	0	116	113.46	.00	3.02	97.4%	
TOTAL Information Technology	893,112	518,777	1,411,889	796,631.91	21,168.16	594,089.02	57.9%	
TOTAL General Fund	893,112	518,777	1,411,889	796,631.91	21,168.16	594,089.02	57.9%	
TOTAL REVENUES	-305,072	-42,122	-347,194	-223,125.04	.00	-124,068.96		
TOTAL EXPENSES	1,198,184	560,899	1,759,083	1,019,756.95	21,168.16	718,157.98		

FOR 2023 12								
	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
GRAND TOTAL	893,112	518,777	1,411,889	796,631.91	21,168.16	594,089.02	57.9%	
** END OF REPORT - Generated by Loveland, Jeremy **								

# H1680 – Year-to-Date Capital Budget Report

FOR 2023 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
H Capital Fund	APPROP	ADJSTMTS	BUDGET				BUDGET	USE/COL
<b>H1680 Information Technology</b>								
H1680 430970 SSG21 State Aid - C	0	-61,400	-61,400		.00	.00	-61,400.00	.0%*
H1680 520090 Computer	0	4,000	4,000		3,671.93	.00	328.07	91.8%
H1680 520270 Telephone Equipmen	6,666	0	6,666		.00	.00	6,666.00	.0%
H1680 520620 Software Expense	128,250	131,498	259,748		102,040.88	107,297.57	50,409.18	80.6%
H1680 520620 M7674 Software Expe	0	62,326	62,326		20,728.89	1,133.37	40,463.48	35.1%
H1680 521090 Computer	66,167	100,096	166,263		143,246.94	11,750.29	11,265.47	93.2%
H1680 521090 M7674 Computer-ARPA	0	13,626	13,626		8,858.58	3,492.23	1,274.81	90.6%
H1680 521090 SSG21 Computer-Shar	0	2,303	2,303		.00	.00	2,302.52	.0%
TOTAL Information Technology	201,083	252,448	453,530		278,547.22	123,673.46	51,309.53	88.7%
TOTAL Capital Fund	201,083	252,448	453,530		278,547.22	123,673.46	51,309.53	88.7%
TOTAL REVENUES	0	-61,400	-61,400		.00	.00	-61,400.00	
TOTAL EXPENSES	201,083	313,848	514,930		278,547.22	123,673.46	112,709.53	

FOR 2023 12								
	ORIGINAL	TRANFRS/	REVISED	YTD	ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET				BUDGET	USE/COL
GRAND TOTAL	201,083	252,448	453,530		278,547.22	123,673.46	51,309.53	88.7%