



Information Technology – Legislative Committee Meeting

03.03.26

- APPROVAL OF MINUTES
 - 2.03.26 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - O365 Shared Services Licenses Update
 - Windows 11 Update
 - Server Room HVAC
 - 56 Main HVAC
 - Radio Training
 - Tyler Credit Card Systems
- NEW BUSINESS
 - ITCS Remote access
 - Social Media Software
 - LYNX Warranty
 - 2026 Certificate Upgrades
 - EOC Upgrade
 - Shared Calendars
- PERSONNEL
 - Deputy Director
 - Network Administrator
 - IT Specialist
- RESOLUTIONS
 - C06 - IT Specialist
 - C07 - CrowdStrike
 - C08 - Copier Purchase Agreement for Legislative Office
 - C09 – C09-Accept State and Local Cybersecurity Grant Program MFA Hardware Tokens

- C36 – Authorization to Proceed with Catalog of Service and Master Service Agreement for Shared Services 2026

- PROCLAMATION

• Review of 2026 Budget and Financial News

A1680 2026 – Year-to-Date Budget Report



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2026 12								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1680 Information Technology								
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	-624.00	.00	624.00	100.0%
A1680 424100	Rental of County O	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
A1680 510010	Full Time	680,676	0	680,676	48,349.42	.00	632,326.58	7.1%
A1680 540070	Car Maintenance	500	0	500	.00	.00	500.00	.0%
A1680 540140	Contracting Servic	52,000	0	52,000	8,329.53	.00	43,670.47	16.0%
A1680 540140	M7674 Contracting S	0	26,928	26,928	.00	.00	26,928.00	.0%
A1680 540180	Dues	50	0	50	.00	.00	50.00	.0%
A1680 540220	Automobile Fuel	800	0	800	48.62	.00	751.38	6.1%
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	738.73	.00	761.27	49.2%
A1680 540485	Printing/Paper	1,000	0	1,000	354.25	.00	645.75	35.4%
A1680 540620	Software Expense	322,522	0	322,522	72,200.34	.00	250,321.29	22.4%
A1680 540640	Supplies (Not Offi	4,500	0	4,500	104.48	.00	4,395.52	2.3%
A1680 540640	SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%
A1680 540660	Telephone	72,500	0	72,500	46,405.81	-3,262.06	29,356.25	59.5%
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	.00	.00	5,000.00	.0%
A1680 581088	State Retirement F	97,384	0	97,384	6,240.39	.00	91,143.61	6.4%
A1680 583088	Social Security Fr	52,292	0	52,292	3,889.21	.00	48,402.79	7.4%
A1680 584088	Workers Compensati	12,332	0	12,332	995.19	.00	11,336.81	8.1%
A1680 585588	Disability Insuran	590	0	590	46.62	.00	543.38	7.9%
A1680 586088	Health Insurance F	194,993	0	194,993	17,313.33	.00	177,679.67	8.9%
A1680 588988	Eap Fringe	158	0	158	12.39	.00	145.61	7.8%
TOTAL Information Technology		1,224,574	26,928	1,251,502	205,417.95	-2,223.42	1,048,307.18	16.2%
TOTAL General Fund		1,224,574	26,928	1,251,502	205,417.95	-2,223.42	1,048,307.18	16.2%
TOTAL REVENUES		-305,072	0	-305,072	-624.00	.00	-304,448.00	
TOTAL EXPENSES		1,529,646	26,928	1,556,574	206,041.95	-2,223.42	1,352,755.18	

- H1680 2026 – Year-to-Date Capital Budget Report



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2026 12								
ACCOUNTS FOR:	FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
H	Capital Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
H1680 Information Technology								
H1680	520270 Telephone Equipmen	6,750	0	6,750	.00	.00	6,750.00	.0%
H1680	520620 Software Expense	1,500	0	1,500	.00	.00	1,500.00	.0%
H1680	520620 M7674 Software Expe	0	15,656	15,656	.00	.00	15,656.00	.0%
H1680	521090 Computer	120,400	0	120,400	4,277.68	.00	116,122.32	3.6%
TOTAL Information Technology		128,650	15,656	144,306	4,277.68	.00	140,028.32	3.0%
TOTAL Capital Fund		128,650	15,656	144,306	4,277.68	.00	140,028.32	3.0%
TOTAL EXPENSES		128,650	15,656	144,306	4,277.68	.00	140,028.32	

Information Technology – Legislative Committee Meeting

02.03.26

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

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

- APPROVAL OF MINUTES
 - 1.06.26 IT Legislative Committee Meeting
 - Approval of 1.06.26, Information Technology Committee Minutes: Legislator Jake Brown made the motion, seconded by Legislator Ray Bunce to approve the 1.06.26, Information Technology Committee Minutes as written. Motion carried
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - O365 Shared Services Licenses Update
 - ITCS Update: Provided an update on the ongoing project related to shared services.
 - Project Timeline: Village of Waverly and Town of Candor are scheduled for completion in February.
 - Windows 11 Update
 - ITCS provided an update that indicated that project is approaching completion for February.
- NEW BUSINESS
 - Server Room HVAC
 - Chief Information Officer (Brandon Clark) informed the committee that the HVAC system has been experiencing issues, requiring multiple emergency repairs for the server room.
 - Clark stated that once the current repairs are completed, we will start the process of searching for vendors to maintain this critical system.
 - Catalog of Services Share Service Agreements
 - Chief Information Officer Brandon Clark presented the proposed new catalog of services for all shared services provided by the ITCS department.

- Clark also provided a cost analysis related to the catalog of services, including new Master Service Agreements for each shared service holder.
 - Office Specialist II
 - The ITCS department reported that a candidate, Heather Canfield, has accepted the position of Office Specialist.
 - Start Date: Heather is scheduled to begin on February 23, 2026.
 - End of Life Copiers
 - The ITCS department has been working with multiple vendors to secure the best value for the County in replacing several copiers that have reached end-of-life status.
 - Resolutions: Resolutions B02 and B36 reflect the need for new copiers in their respective programs.
- PERSONNEL
 - Deputy Director
 - Network Administrator
- RESOLUTIONS
 - B02 - TRANSFER RESERVE FUNDS TO PURCHASE COPIER AT PUBLIC WORKS HIGHWAY GARAGE
 - B34 - TRANSFER RESERVE FUNDS TO PURCHASE COPIER FOR MENTAL HYGIENE
 - B36 - Authorize Connection of Town of Owego Fire District to Tioga County Spillman FLEX CAD System
- PROCLAMATION
- Request for Executive Sesson to talk Cyber Security
 - CIO – Brandon Clark requested to enter Executive Sesson
 - Legislator Jake Brown made the motion, seconded by Legislator Ray Bunce to enter Executive at 10:20am.
 - Legislator Jake Brown Motioned, seconded by Legislatore Ray Bunce to exit Executive Sesson at 10:29am.

REFERRED TO:

ITCS COMMITTEE
PERSONNEL COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. C06

AUTHORIZING THE CREATION OF AN IT SPECIALIST
POSITION IN THE INFORMATION TECHNOLOGY
AND COMMUNICATION SERVICES DEPARTMENT

WHEREAS: The Information Technology and Communication Services (ITCS) Department plays a critical role in supporting Tioga County's technology infrastructure and in the delivery of shared services across multiple departments and partner agencies; and

WHEREAS: The increasing demand for secure, reliable, and efficient technology solutions requires additional technical expertise to maintain and expand systems essential to county operations and intergovernmental collaborations; and

WHEREAS: The Chief Information Officer has identified the need to establish a new IT Specialist position to strengthen departmental capacity, enhance the County's cybersecurity posture, and ensure continuity of services for Tioga County and its shared service partners; and

WHEREAS: Legislative approval is required to authorize the creation of any new position within Tioga County government; now therefore be it

WHEREAS: Funding for the IT Specialist position will be made available through the defunding of the Network Administrator position; now therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the creation of IT Specialist position within the Information Technology and Communication Services Department; and be it further

RESOLVED: That the Chief Information Officer is hereby authorized to recruit IT Specialist position within the Management/Confidential annual salary range of \$50,487 to \$60,487, effective March 15, 2026.

REFERRED TO:

ITCS COMMITTEE

RESOLUTION NO. -26

AUTHORIZE AGREEMENT ADDENDUM WITH
NEW YORK STATE INFORMATION TECHNOLOGY
SERVICES FOR ENDPOINT DETECTION AND
RESPONSE SOFTWARE

WHEREAS: New York State Information Technology Services has partnered with the New York State Division of Homeland Security and Emergency Services and the City of New York Joint Security Operations Center (JSOC) in a JSOC Initiative; and

WHEREAS: This initiative provides for Participating Entities to receive Endpoint Detection and Response software at no cost; and

WHEREAS: The initial term of this agreement shall be for a period of (3) years and will be automatically renewed for additional (12) month terms based upon approval of funding in the NYS budget and approval of the NYS Office of the State Comptroller; and

WHEREAS: The Endpoint Detection and Response software vendor provided in the initiative is CrowdStrike; and

WHEREAS: The CrowdStrike Endpoint Detection and Response software can be run in parallel with existing cyber security software employed by Tioga County; and

WHEREAS: The Tioga County Legislature authorized the agreement with New York State Information Technology Services for this endpoint detection and response software via Resolution No. 66-23; and

WHEREAS: New York State Information Technology Services has provided an addendum which presents the dollar value associated with the provisioned EDR software to Tioga County which is \$93,125.28 which is provided at no cost to the County; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes the Chair of the Legislature, County Administrator, or other authorized officer, contingent upon the review and approval of the County Attorney to execute the Intergovernmental Agreement for the Provision of Endpoint Protection Response Services Addendum Number 1 between Tioga County and New York State Information Technology Services and New York State Division of Homeland Security and Emergency Services at no cost to the County for a period of three (3) years and automatically renewed for additional twelve (12) month terms based upon approval of the NYS budget and NYS Office of the State Comptroller.

REFERRED TO: ITCS COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE
LEGISLATIVE WORKSESSION

RESOLUTION NO. -26 TRANSFER RESERVE FUNDS TO PURCHASE COPIER
FOR LEGISLATIVE OFFICE AT 56 MAIN STREET
OWEGO NY

WHEREAS: The Tioga County Legislative Office has determined there is a need for new copier in their offices at 56 Main Street Owego NY, 13827, due to failing hardware; and

WHEREAS: The ITCS Department conducted a review of three different vendors and determined that Xerox offered the best overall value and compatibility with the County's existing security toolsets, making it the most advantageous choice for continued operational integrity; and

WHEREAS: Xerox has provided a contract for the purchase of one Xerox C8245H2 copier with Office Finisher and punch, at a total cost of \$6,111 to purchase the unit outright, along with a 60-month maintenance contract that includes a minimum monthly maintenance payment of \$15.00 and per-copy monochrome cost of \$0.0056 and per-copy color cost of \$0.0506; and

WHEREAS: By purchasing this unit outright, the County will save \$2,530, compared to leasing; and

WHEREAS: This purchase is being made under a State or Local Government Negotiated Contract (Contract No. 0 72855000); and

WHEREAS: Amending the budget, appropriating Capital funds, and utilizing Capital Reserve funds require Legislative approval; therefore be it

RESOLVED: That the Tioga County Legislature authorizes the Tioga County Legislative Office to proceed with direct procurement and implementation of the new copiers and that the following funds be transferred and the 2026 budget be modified as follows:

FROM:	H 387805	Capital Hardware Reserve	\$ 6,111.00
TO:	H1010.521130	Equipment (Not Car)	\$6,111.00

And be it further

RESOLVED: That any reimbursement received on the copier purchase will be transferred back into the Capital Hardware Reserve at the end of 2026.

REFERRED TO:

ITCS COMMITTEE

RESOLUTION NO. -26

ACCEPTING THE STATE AND LOCAL
CYBERSECURITY GRANT PROGRAM (SLCGP)
SHARED SERVICES GRANT FOR MULTI-FACTOR
AUTHENTICATION (MFA) HARDWARE TOKENS

WHEREAS: The Tioga County Legislature previously adopted Resolution No. 386-25, titled "SLCGP Shared Services Grant (MFA)," in November 2025, authorizing participation in the State and Local Cybersecurity Grant Program (SLCGP) for Multi-Factor Authentication shared services; and

WHEREAS: The New York State Division of Homeland Security and Emergency Services (DHSES) has notified Tioga County by letter dated January 22, 2026, that its application for the Combined FY2022 & FY2023 State and Local Cybersecurity Grant Program (SLCGP) was approved, providing support for Multi-Factor Authentication (MFA) hardware tokens to enhance security of county information systems; and

WHEREAS: The project will be administered by the New York State Office of Information Technology Services (NYS OITS), which will coordinate with Tioga County regarding required documentation, implementation, and distribution of MFA hardware tokens; and

WHEREAS: Acceptance of this grant funding and participation in the shared service initiative will strengthen Tioga County's cybersecurity posture by introducing significantly stronger authentication measures for end users across county systems; therefore be it

RESOLVED: That the Tioga County Legislature hereby formally accepts the State and Local Cybersecurity Grant Program (SLCGP) Shared Services Grant for Multi-Factor Authentication hardware tokens as awarded by DHSES; and be it further

RESOLVED: That the Tioga County Legislature hereby authorizes the Chief Information Officer to coordinate with the New York State Office of Information Technology Services to complete all requirements, provide necessary information, and execute all actions needed to receive and deploy the MFA hardware tokens.

REFERRED TO:

ITCS COMMITTEE
FINANCE, LEGAL & SAFETY COMMITTEE

RESOLUTION NO. -26

AUTHORIZING THE CHIEF INFORMATION OFFICER
TO EXECUTE AND IMPLEMENT UPDATED
SHARED SERVICE AGREEMENTS

WHEREAS: Tioga County Information Technology & Communication Services (ITCS) has issued the 2026 ITCS Catalog of Services, outlining required core services and optional a la carte services for municipalities entering Shared Service agreements, including Cybersecurity, Network Support, Desktop Support, General Helpdesk Support, Server Management, Backup Support, Wireless Support, and associated group software licensing; and

WHEREAS: Tioga County ITCS has completed Municipality ITCS Risk Assessments utilizing a standardized rubric that evaluates governance, cybersecurity controls, infrastructure lifecycle, training, and cyber insurance compliance to determine risk readiness for participation in Shared Services; and

WHEREAS: The County has prepared the 2026 Master Service Agreement, defining the terms, responsibilities, cybersecurity requirements, billing standards, employee training responsibilities, and operational expectations for all participating municipalities under the Shared Services program; and

WHEREAS: The Catalog of Services, Risk Assessments, and Master Service Agreement together form the necessary framework for establishing and maintaining Shared Services partnerships for the 2026 term; and

WHEREAS: Authorization is required to permit the Chief Information Officer to move forward with the execution and administration of Shared Services under these governing documents; therefore be it

RESOLVED: the Tioga County Legislature hereby authorizes the Chief Information Officer to proceed with the execution, renewal, and administration of all Shared Service Agreements effective March 2026, utilizing the 2026 ITCS Catalog of Services, the completed Municipality ITCS Risk Assessments, and the 2026 Master Service Agreement as the guiding documents for service delivery and compliance; and be it further

RESOLVED: That once a municipality has signed the 2026 Catalog of Services and completed the required ITCS Risk Assessment, the Chief Information Officer shall submit a separate resolution to the Tioga County Legislature requesting approval

of the Shared Service partnership prior to the final execution of any Master Service Agreement; and be it further

RESOLVED: That the Chief Information Officer is authorized to coordinate with municipalities to finalize service selections, ensure required cybersecurity training and cyber insurance documentation are fulfilled, and implement all compliance obligations as outlined in the Master Service Agreement; and be it further

RESOLVED: That the Chief Information Officer is authorized to initiate and oversee all required project phases described in the 2026 Catalog of Services, including site walkthroughs, project planning, and risk/governance review steps for onboarding municipalities or expanding services; and be it further

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