

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
MAY 8, 2018

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: O'Brien, Hogan, Fedler, Moore, Middleton, Clary

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: Ferguson

SUPERVISORS: Henke, LaPointe, Shaw, Idleman, Campbell

Debra Prehoda, Clerk of the Board

Al Nolette, County Treasurer

Chris DeBolt, County Administrator

Mike Trackey, Assistant Director IT

Melissa Fitch, Personnel Director

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – April 10 & 12, 2018
3. OFA – Purchase High Speed Printers
4. Interim Solution for DSS Computer Operations Coordinator Position
5. IT Presentation
6. Other Business
7. Adjournment

Chairman O'Brien called the meeting to order at 10:38 A.M.

A motion to accept the minutes of April 10th and 12th, 2018 meetings was moved by Mr. Hogan, seconded by Mr. Moore and adopted.

OFA HIGH SPEED PRINTERS (2) – Gina Cantanucci-Mitchell, OFA Director, is requesting two high capacity printers; one to replace a 10-year old printer and one to add to OFA department for the volume of work and the mailings. The price quoted for this printer is \$3,497.05 each; state contract. No information on the warranty. These printers will be purchased with 100% DSRIP (Delivery System Reform Incentive Program) funding. Mike Trackey, Assistant Director IT, supplied OFA with the price quote information. A motion to approve two high speed printers for OFA was moved by Mrs. Fedler, seconded by Mr. Hogan and adopted.

INTERIM SOLUTION FOR DSS COMPUTER OPERATIONS COORDINATOR POSITION – Agenda item not discussed.

IT PRESENTATION – Mike Trackey, Assistant Director, has been overseeing the operations since the previous IT Director assumed the Cyber Security Officer position. He is reviewing the outstanding projects and advising the County Administrator and IT Committee Chairman. He plans to accomplish as much as he can with the resources he has in the interim. IT is trying to fill a little bit of the void in the Department of Social Services due the resignation of their DSS Computer Operations Coordinator. The guest wi-fi project has been completed and an announcement will be coming out. He will provide operations updates monthly for the committee. Within the next month, he hopes to take a look at the department's budget for 2019.

OTHER BUSINESS:

- Real Property had an upgrade to the GIS program approved in the IT budget and is looking to move forward. A motion to approve moving forward with budgeted maintenance and

upgrade to online GIS web map in the amount of \$8,500 and waive the RFP requirement was moved by Mr. Moore seconded by Mr. Middleton and adopted.

- Resumes for CIO position are due by May 25th and Chairman O'Brien is considering getting outside help to review the resumes possibly the CIO at SUNY Adirondack.
- IT Planning Group meeting will be scheduled within the next week to look at 2019 budgetary items.
- Code Enforcement – The Town of Easton has a new Code Enforcement Officer and Supervisor Shaw is requesting the County share a copy of the County's code enforcement software application with the town. The County developed this application that assigns permit numbers and tracks projects through the process. There is likely to be initial and ongoing support needed from the County IT Department to the town. Supervisor Shaw stated the town currently pays the County \$11,000 annually towards County Code Enforcement but does not participate in or receive County Code Enforcement services. A motion to allow the Town of Easton to use the County's code enforcement software application pending approved to form by the County Attorney was moved by Mr. Hogan and seconded by Mrs. Fedler. Discussion. Mr. Trackey, Assistant Director, stated it should be clear that there is no implied general computer support. The motion to allow the Town of Easton to use the County's code enforcement software application pending approved to form by the County Attorney was moved by Mr. Hogan, seconded by Mrs. Fedler and adopted. Mr. Shaw stated this is drawing Easton closer to County Code Enforcement; both will be using the same software application.

A motion to adjourn was moved by Mr. Moore, seconded by Mr. Hogan and adopted. The meeting adjourned at 11:08 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors