



**MINUTES**  
**GOVERNMENT OPERATIONS COMMITTEE**  
**Wednesday, January 11, 2023 to follow Judicial**  
**Live Stream Link - <https://youtu.be/GcaUIEllbpg>**

**CALL TO ORDER:** By Hon. Chris Petrus, Chair called the meeting to order at 6:21PM

**MEMBERS:** Legislators, Tricia Kerr, Aileen McNabb-Coleman, Heidi Nightengale, Lydia Patti Ruffini, Hans Pecher and Robert Shea

**MINUTES TO APPROVE:** December 7, 2022, **Motion by Pecher, 2<sup>nd</sup> by Shea, all in favor**

**OTHERS:** Chair David Gould, Legislators: Mark Strong, Jim Basile, Michael Didio (remote), and Elane Daly, Assistant County Attorney Fred Westphal, Veterans Director Kevin Swab (remote), Budget Officer Lynn Marinelli, CIO Tom Bunn, BOE Election Commissioner Keith Batman, County Clerk Sue Dwyer, Operations Officer Shereen Androsko, and Deputy Clerk to the Legislature Amanda Morgan

**APPOINTMENTS:** None

**DEPARTMENT UPDATES FOR COMMITTEE:**

**John Carmardo and Keith Batman (Board of Elections) – No updates**

**Sheila Smith (Clerk of the Legislature) – No updates**

**CLERK OF LEGISLATURE:**

1-23-GO-1 Pension reporting Resolution for Elected and Appointed Officials. **Motion by McNabb-Coleman, 2<sup>nd</sup> by Kerr, all in favor except Pecher.**

**Christopher Palermo (County Attorney) – no updates**

**FOR DISCUSSION: Fred Westphal – Attendance Policy**

**Susan Dwyer (County Clerk) – no updates**

**Tom Bunn (Information Technology) –  
IT Help Desk data – December 2022**

- 400 new support tickets were created
- 81% support tickets were resolved (322)
- Average resolution time (per ticket) – 1.7 hours

**Completed Projects**

**Conference Room Technology Upgrades**

- Installed new audio/video upgrades in both Caucus Rooms which allows for optimal hybrid meeting spaces
- Installed 75” interactive panels and Logitech rally audio/video systems to mirror the meeting experience/setup in Chambers

**OSC IT Audit**

- Corrective Action Plan (CAP) has been completed and ready for submission to OSC office
- I will provide a brief walkthrough of the CAP at the 1/24 Full Legislative meeting

**Active Projects**

**TraCS 19 Upgrade (Sheriff's Department)**

- Work is underway to upgrade the County to the latest version of TraCS
- Consists of Server, Workstation, and Field Units
- Upgrade will provide updated law tables, improved search features, and a more reliable connection to the server which has caused us issues in the past

- Target completion date 1/13

**County-Wide Network Infrastructure Project**

- Last meeting occurred on 12/20; balance of network infrastructure project hardware has been purchased
- Implementation of new network equipment and configuration to occur starting in Spring of 2023
- Once project is complete will provide a reliable, scalable, and redundant network infrastructure to the County

**Microsoft Office 365 Project**

- Information Technology has fully migrated to Office 365
- We have started email migration within the County; 15 departments have been completed
- Office 365 email migration should be completed by February 2023
- Phase II includes Microsoft Teams and OneDrive rollout will be begin once email migration is completed (early 2023)

**Kevin Swab (Veterans) – no updates**

**Motion by Pecher to adjourn at 7:27PM, 2<sup>nd</sup> by Shea, all in favor.**