



MINUTES
GOVERNMENT OPERATIONS COMMITTEE
Thursday, February 11, 2021 – 5:30PM
Live Stream Link - <https://youtu.be/h127ljDVG6k>

CALL TO ORDER: By Hon. Ryan Foley, Chair called the meeting to order at 5:32PM

MEMBERS: Legislators, Tricia Kerr, Heidi Nightengale, Hans Pecher, Chris Petrus (Vice Chair) Mark Strong and Tucker Whitman

OTHERS: Chair McNabb-Coleman, Legislator Elane Daly, Ben Vitale, Tim Lattimore, County Attorney Chris Palermo, County Clerk Sue Dwyer, IT Interim Director Paul Bornemann, Commissioner Board of Election Katie Lacey, HR Administrator Lippoldt, Deputy Veterans Director Lindsey Wilkinson, Assistant County Attorney Brittany Massi, and Deputy Clerk of Legislature Amanda Morgan

MINUTES TO APPROVE: January 14, 2021, **Motion by Petrus, 2nd by Kerr, all in favor.**

APPOINTMENTS: None

Foley says that the committee will discuss the administer positions for the Chair next committee meeting. Also, Petrus needed to gather more information on the charter form of government, so the committee will discuss that next month.

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) – no updates

Sheila Smith (Clerk of the Legislature) –

Office update:

- Virtual meetings are going pretty well, Jodie from IT is setting up pre-meetings for any Legislator that wishes to attend to help any potential issues before the meeting starts.
- Amanda continues to work remotely 2 to 3 days a week and is always available by phone or e-mail. Please copy both me and Amanda in on all questions or concerns.

Christopher Palermo (County Attorney) – no updates

Susan Dwyer (County Clerk) – no updates

Paul Bornemann (Information Technology) –

- **Staff update**
- **Communications with Department Heads / Management**
 - IT is developing meeting schedule to improve regular communications with department leadership
 - Assigned IT staff as department liaisons in 2020 – but rollout / communications of this was disrupted by move to remote-workforce and deployment efforts.
 - Regular meetings to plan out future department needs allowing IT to be more proactive – some of these first meetings are scheduled for February
 - Bornemann has scheduled monthly video call meetings in JAN, FEB and MARCH with department leadership to exchange information and feedback.
 - IT is updating our tips and training information for both MFP printing/scanning/faxing, 8x8 phone system, 8x8 faxing, 8x8 video meetings and will be using this when working with staff in each department based on requests or in coordination with regular department engagement
- **Legislative Support**
 - Jodie Nickerson from IT will be reaching out to legislators to help with any concerns, identify the best solution for each legislator based on their needs
 - Jodie will be providing 1:1 or small group review of best practices and tips for connecting to meetings and overcoming challenges.
 - Daniel Lovell will be onsite in Legislative Chambers prior to scheduled meetings to provide any testing or configuration support, he is also available by cell phone as a resource during a meeting if needed.

- **CGR recommendations**
 - Some items have already been addressed: new website, phone system replaced
 - Other key points included: create a task force to perform a county wide technology needs assessment to improve county efficiencies, increase IT to 10+ resources so there were sufficient capabilities to help the county leverage technology, provide core IT skills training for county staff, training staff on shared county systems (e.g. Munis) the Treasurer's office is improving how the system is used and training staff, increased implementation of online services for the community, compliance, etc...
 - The CGR report is several years old, I expect if it were done again today –it would include privacy and cybersecurity directives from the state.
 - How does this committee want to prioritize implementing the CGR recommendations?

- **Other Recommendations**
 - Recommend that Cayuga County engage a 3rd party consultant to provide a NIST 800-171 gap assessment.
 - Recommend that Cayuga County support an initiative to update county policies in alignment with NIST 800-171 Framework and compliance requirements.

- **Active projects**
 - Tyler Munis upgrade – open items continue to be resolved with Tyler after escalation to their leadership. The training environment has been upgraded and issues addressed. We continue to work with Tyler to learn how to support the new version.
 - Mental Health Building improvements planned for February, provide dedicated internet service and replace aging network hardware with new devices supporting 10x throughput to accommodate increased reliance on Telehealth services.
 - March we will be updating county fail-over systems between county office building and public safety building

- **Other Planned Projects for 2021**
 - BOE cyber security project – funding by NYS BOE.
 - IT will be starting on this effort in February
 - Network Infrastructure upgrades for County office Building, Public Safety Building and Vitale building. Replace site switches and core network switches. Increase connections from 1gb to 10gb between sites.
 - Annual Munis upgrades
 - 911 Phone System upgrade (per approved resolution)
 - Jail system upgrade (per approved resolution)
 - Sheriff Vehicle Systems/Cellular Services

Jessica Strassle (Veterans) – Deputy Lindsey Wilkinson: no updates

RESOLUTIONS:

CAYUGA COUNTY COLLEGE:

2-21-GO-1 Approval of updated SUNY Capital Request/Plan Resolution. **Motion by Nightengale, 2nd by Strong, (Friendly amendment made to fix wording in the last resolved), all in favor.**

CHAIR/ADMINISTRATOR:

2-21-GO-2 Authorization to fill Chief Information Officer. **Motion by Whitman, 2nd by Kerr, all in favor.**

Motion by Nightengale to adjourn at 6:32PM, 2nd by Whitman, all in favor.