



MINUTES
GOVERNMENT OPERATIONS COMMITTEE
Wednesday May 11, 2022 to follow Judicial
Live Stream Link - <https://youtu.be/MG6rnjy61CE>

CALL TO ORDER: By Hon. Chris Petrus, Chair called the meeting to order at 6:19PM

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

OTHERS: Chair David Gould, Legislator Mark Strong, Assistant County Attorney Fred Westphal, Veterans Director Kevin Swab, Deputy County Clerk Dawn Wolff, CIO Tom Bunn, and Deputy Clerk to the Legislature Amanda Morgan

MINUTES TO APPROVE: April 13, 2022, **Motion by McNabb-Coleman, 2nd by Shea, all in favor.**

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) -

During April our Staff has processed 117 new registrations, 160 transfers from other Counties, and 20 name changes.

Mail Check cards were mailed April 15th. Auburn voters will have additional information printed indicating voters may choose from one of four Election Day poll sites. Press releases were published when the mail check cards drop.

We are working with the Cayuga County Planning & Economic Development Department and Legislators Calarco and Petrus on the Cayuga County Legislative redistricting process.

American Rescue Act Plan – office space, infrastructure requirements.

We will have Countywide Democratic and Republican primaries in June. Challenges to the District lines for Congressional Districts are currently before the Court of Appeals and could delay or otherwise impact those primaries.

We are supporting 8 school districts with their May school budget and Board of Education elections.

Sheila Smith (Clerk of the Legislature) -

- Working on policy updates, the list has been sent to departments to update
- I will be attending my yearly Clerks of the Legislature conference on Wednesday, May 18 through Friday, May 20 in Cattaraugus County
- Amanda has sent out all of the Financial Disclosures Forms and is tracking when they are returned

Christopher Palermo (County Attorney) – No updates

Susan Dwyer (County Clerk) - No updates

COUNTY CLERK:

5-22-GO-2 Authorizing the Cayuga County Clerk to fill (3) three positions in the Motor Vehicle Department: DMV Supervisor, DMV Senior Cashier and DMV Cashier. **Motion by Shea, 2nd by McNabb-Coleman, all in favor.**

Tom Bunn (Information Technology) -

IT Help Desk data – April 2022

- 413 new support tickets were created
- 87% support tickets were resolved (360) – Result of larger projects/ongoing work
- Average resolution time (per ticket) – 4.2 hours

Active Projects

Homeland Security and Emergency Services Cyber Security Grant

- Grant application was submitted 5/3
- Maximum award is \$50,000
- Would allow for many critical improvements to our Cyber Security posture

Infrastructure Security Assessment

- Applied for assessments through CISA (Cybersecurity and Infrastructure Security Agency)
- Will conduct physical security assessment, as well IT assessment (vulnerability scanning, penetration testing, etc.)
- Coordinating this work with EMO

Network Infrastructure Project

- Kick-off meeting occurring this month
- Network logical design work has begun
- Equipment will be ordered this month
- Project includes complete network core redesign – huge undertaking; estimated completion early 2023

Microsoft Office 365 Project

- Kick-off meeting occurring this month
- IT training occurring May-June
- Project priority is the migration of Exchange email (on premises) to the cloud
- Next steps will be to migrate to Office 365 tools (Word, Excel, Access, SharePoint, Teams, etc.)

Information Technology Audit

- Field work continues and should be finished in the coming weeks
- Have received some corrective actions which we have been proactively addressing
- Auditors will provide synopsis and IT will begin full scale corrective action plan ASAP

Attended NYSLGITDA (NYS Technology Leaders) Spring Conference

- Obtained valuable information around many relevant topics to NYS/County IT operations
 - Cybersecurity funding
 - DSS IT transition
 - Board of Elections update

Kevin Swab (Veterans) - No updates

RESOLUTIONS

Wetsphal suggest change to GO-1 to be renamed LEG to make it a legislature resolution.

Resolutions GO-1 & LEG-1 are for informational purposes only and not voted on at Committee.

COUNTY ATTORNEY:

5-22-GO-1 To adopt Local Law No. ___ for the year 2022,” A Local Law Repealing Local Law No. 7 of 2017,” A Local Law repealing Local No. 1 of 2010 and establishing the Office of the County Administrator for Cayuga County

LIGISLATURE:

5-22-LEG-1 To adopt Local Law No. ___ for the year 2022, A Local Law to provide for eleven (11) County Legislative Districts and to apportion the Legislative Body of the County of Cayuga pursuant to section 10(1)(i) (ii) (a) (13) of the Municipal Home Rule Law and repealing Local Law No. 4 for the year 1992

Motion by Pecher to adjourn at 6:25PM, 2nd by Shea, all in favor.