



MINUTES
GOVERNMENT OPERATIONS COMMITTEE
Thursday, May 14, 2020, – 5:30PM

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

MEMBERS: Legislators Tricia Kerr, Timothy Lattimore, Christopher Petrus, Paul Pinckney, Charlie Ripley, and Ben Vitale (Vice Chair)

OTHERS: Legislators Elane Daly, Michael Didio, Keith Batman, Hans Pecher, County Attorney Chris Palermo, IT Interim Director Paul Bornemann, Veterans Deputy Director Lindsey Wilkinson, Assistant County Attorney Brittany Massi, Executive Assistant County Attorney Richard Graham, County Clerk Sue Dwyer and Deputy Clerk of Legislature Amanda Morgan

MINUTES TO APPROVE: April 9, 2019, Motion by Ripley, 2nd by Petrus, all in favor.

APPOINTMENTS: none

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) –

Our April operations have been carried out by a combination of office and home coverage. We have had two employees in the office during regular hours (one D & one R). As of May, we will be fully staffed at the office as the upcoming primary will necessitate in-office response.

The recent Executive Order requiring the mailing of absentee applications to all eligible voters (active & inactive) will likely require additions in temporary help to prepare & mail ballots. – Over 25,000 voters are eligible for the June 23rd primaries. The elimination of the Special Election in Senate district 50 decreased the mailing by about 10,000 voters. It also will decrease our need for inspectors on elections day and cancelled the need for an additional Presidential ballot. The increased postage costs will be eligible for covid related re-imbusement as will the increased staff for processing mail and ballot counting. We have no way to predict how many will utilize the absentee method and the early voting and regular Election Day operations remain. Estimating printing needs is a challenge. The entire process is subject to change as the state Board of Elections sends new guidelines on a weekly (daily) basis. The operable word in our department is flexibility.

Sheila Smith (Clerk of the Legislature) –

Amanda is pretty much working remotely and just coming in when needed, I am working at the office every day.

Auditing, I am still doing the auditing, checking back-up and purchases, totals and approving, as John has not started working yet. I will continue to do this as long as needed.

The Legislature Senior Citizen meeting and luncheon has been cancelled, the regular Legislature meeting will be done remotely. The Employee Recognition Luncheon is usually scheduled for the end of August or early September, we will wait and see if that can take place.

Amanda is working on the Financial Disclosure's and they will go out shortly.

Christopher Palermo (County Attorney) – no updates

Susan Dwyer (County Clerk) – no updates

Discussion:

Dwyer says she sent out a tentative plan for phase 1. She says what will happen when we can see the public in the County Clerk's Office and the DMV. She says the DMV has been crazy already. She says everything will be done by appointments, but appointments will be only for transactions that you have to go into the DMV to do, such as permit tests, and CDL tests, amendments to licenses. There are 4 people currently in the DMV when they would normally have 10. This is the peak of the season when the DMV is the busiest. She wants to impress on all of the legislature that she is not sure how they will get it all done without more people. The phones are currently turned off in the DMV. She was in a meeting with the one of the judges and the courts are opening up next week and they are enhancing all of the court staff because they have to catch up all on of the things. She says we are not enhancing our staff and we are expecting to keep up. She met with the hiring committee and did not hear back from them, but she is alarmed that her resolution was not even put forth for a vote tonight. She has one of her deputy's retiring in a couple weeks and she will be down yet another person. She says she will be down 4 people in the recording office when everything starts to ramp up. She cannot do this without staff and these are not documents that can sit

and wait. She is asking for the legislature to consider her to bring one person back to the recording office whether in furlough or hire someone to replace someone who is vacant.

Lattimore says in the private sector when there are repeat customers coming in and then the routine is broken all of the sudden they find easier access to do their business somewhere else.

Foley says when we were discussing furloughed positions in Dwyer's office she clearly communicated what type of circumstances that would leave her in. He says McNabb-Coleman, Dwyer and himself did meet and came up with a mutually agreeable plan for her to function the next couple of weeks in that office with the staff that Dwyer has and see how it goes. Dwyer asks what she will do because this is timely. She says this is the opportunity to talk about what she needs for next month. Foley says those are discussion to have with McNabb-Coleman to figure out what the best path forward is for the office.

Kerr thanks Dwyer for updating the legislature on what is happening in her department. She thinks the impact of furloughs is something that has to be continually monitored over the course of the period that they have been put in place. She knows when she personally voted for the furloughs her intent was not for it to be a blanket vote to go through. She says the situation changes every single day with this crisis. We need to continue to monitor it and look at the impact on our staff as we are reopening. She appreciates Dwyer being proactive and putting together a reopening plan and knows that all local businesses are being encouraged to do that. She thinks having sufficient staff to make that service need will be important and encourages her to continue to have conversations with Foley and McNabb-Coleman.

Paul Bornemann (Information Technology) –

April/May Focus

- Teleworker Support and notebook/laptop system deployment
- 8x8 Phone system deployment finalization
 - Completed ring groups, auto attendant, call-flows for departments
 - Requested migration data for phone service from Windstream (losing carrier) 5/6
 - Replacement of desk phones 4/25-5/7
 - User training
- Munis Upgrade planning and prerequisites
- Replace high-cost single function color printers with Toshiba Multi-Function Printers, this reduces operating costs.
- Turn up Public Safety Building new internet service upgraded from 100mb to 300mb

May/June Plan

- Munis Forms and other prerequisites
- Replace desktop systems for telework/remote staff returning to office work
- 8x8 phone system advanced training and configuration as needed for staff/departments
- Consolidation of network edge equipment, increase redundancy / reliability and improve security. Moving from solutions from multiple vendors (FATPIPE, CISCO, and PALO-ALTO) to a single vendor (SOPHOS) solution. This provides us with significant improvement of proactive cyber security for all county user devices, servers and edge network systems. Functionality includes:
 - Secure site to site connections
 - Secure vendor connections
 - Secure end user connections
 - Firewall / Packet Inspection
 - Web content filtering
 - Intrusion Detection and Prevention
 - Network Failover between County Office Building and Public Safety Building

Discussion:

Lattimore asks Bornemann if we are able to get reimbursed on the systems that are being put in and if he oversees any software at the jail. Bornemann says the software system at the jail has been done fairly independently from the IT department, but the IT department does get involved for just day to day support in addition to the vendor that supports the jail. He says they have had some interaction with it, but not a whole lot. He says they are certainly willing to be a part of a group that helps evaluate that and select a new vendor if there is a desire to do that. Lattimore asks if the systems that have been put in would be eligible for the CARES act. Bornemann says he has not seen any systems for reimbursements specifically orientated towards hardware or software. He says for example all of the laptops that were deployed to allow work from home were part of a PC refresh that they would do anyway and they have life after the COVID thing. He says a lot of the labor that IT has spent is being tracked that was related to allowing people to work from home and the limited controlled visits. He says the public scheduling app that they are using right now is free and they are looking at paying for one that is a higher level platform that allows better control from an IT perspective. He says they are paying attention to it, but most things they have invested in are long term investments.

Ripley asks what kind of system the towns are using. Bornemann says the towns said they wanted to use something to have public meetings in a safe way and legal way. HE says the towns were already using something including Auburn were using Zoom or WebEx primarily. He says some did not have a way for the public to connect in like we do. He says we have the ability for the public to text questions and call into a queue, so we have some options that they did not have necessarily. He says we bought a phone system that happened to do video conferencing and they were buying video conferencing only solutions using Zoom or WebEx. Ripley asks if that would be available to them without a big dollar. Bornemann says the cost of Zoom is only \$15.00 a user per month for the base package and that works fine for them. He says some people were using the free product on Zoom which most IT people would not recommend because of the security. He says the free product also only allows a 40 minute conversation with multiple people, so they reprogrammed meeting to be 40 minutes or less.

McNabb-Coleman thanks Bornemann for helping out with the various needs in the county and also helping the towns and villages.

Didio asks what the price per unit is of the surfaces. Bornemann says he does not have it in front of him, but they are about \$600.00. He says the fact that there is a cellular connection it cost the county about \$35.00 a month for that, so they try to turn that off if someone does not need that expense. He says they have a life span of about 3-5 years and typically 3 years is his recommendation, but for a low used system it could be 5.

Jessica Strassle (Veterans) – no updates

Discussion:

Wilkinson says they have had several sessions of online training this month. She says Director Strassle effective March 20, 2020 has been activated under title 10 in Syracuse, so with one staff being furloughed they are down to herself and one other employee. She says effective January 1st, congress passed the blue water navy back in Vietnam and they have had a lot of phone calls. She says that means if they were 12 nautical miles off the coast of Vietnam when they were considered blue water navy they are now being compensated for it. The gentleman who was furloughed his specialty was the pension side and wit the aging veterans in nursing homes they are without him and it will increase their work significantly. She discusses hypertension and that could be added to the Agent Orange presumptive list and if that passes it will up their claims as well. They are also now considering PTSD for World War II veterans that was not a condition then. They will see a significant influx when the office opens back up.

RESOLUTIONS:

INFORMATION TECHNOLOGY:

5-20-GO-1 Authorizing the Chair of the Cayuga County Legislature to enter an agreement with Intrado for license fees and software maintenance of systems for Cayuga County 911. **Motion by Petrus, 2nd by Ripley, all in favor.**

5-20-GO-2 Authorizing the Chair of the Cayuga County Legislature to enter into a license and maintenance agreement with SHI for Varonis Software for Cayuga County. **Motion by Ripley, 2nd by Lattimore, all in favor.**

Motion by Ripley to adjourn at 6:22PM, 2nd by Petrus, all in favor.