



**MINUTES**  
**GOVERNMENT OPERATIONS COMMITTEE**  
**Wednesday June 8, 2022 to follow Judicial**  
**Live Stream Link - [https://youtu.be/wqgluy\\_Kfrs](https://youtu.be/wqgluy_Kfrs)**

**CALL TO ORDER:** By Hon. Chris Petrus, Chair called the meeting to order at 7:05PM

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

**OTHERS:** Chair David Gould, Legislators Mark Strong and Jim Basile, Assistant County Attorney Fred Westphal, Veterans Director Kevin Swab, County Clerk Sue Dwyer, CIO Tom Bunn, Clerk of Legislature Sheila Smith, Secretary to the Chair Sarah Blowers, and Deputy Clerk to the Legislature Amanda Morgan

**MINUTES TO APPROVE:** May 11, 2022, **Motion by Pecher, 2<sup>nd</sup> by Kerr, all in favor.**

**Motion by Shea to approve appointments 2<sup>nd</sup> by Kerr, all in favor.**

**APPOINTMENTS:**

**Ethics Board:**

Jim Orman, 1719 Honoco Rd., Aurora, NY 13026 – term 1-1-22 to 12-31-23

Isabelle Wellauer, PO Box 272, Auburn, NY 13021 – Term 1/1/22 to 12/31/24

**Community College Board of Trustees**

Anthony Franceschelli, 37 Green Links Turn, Auburn, NY 13021 – Term 7/1/22 to 6/30/29

Marian Brown, 2963 Booth Rd., Moravia, NY 13118 – Term – 7/1/22 to 6/30/24

**DEPARTMENT UPDATES FOR COMMITTEE:**

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

**Sheila Smith (Clerk of the Legislature) -**

- Attended my annual Clerk's Conference May 18 through May 20. I have uploaded to the dropbox information on Parliamentary Procedures and the Open meetings Law, re: videoconferencing. These both have very good information.
- Working on setting a date for the Employee Recognition luncheon and will keep you informed.
- Have had several meeting on updating County policies and will be bring forward policies when they are completed.
- Amanda is tracking Financial Disclosures, if you have not already done so, please fill it out and return to Amanda or me, if you don't have one please let us know and we will print for you

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

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

**Kevin Swab (Veterans) no updates**

**Tom Bunn (Information Technology)**

IT Help Desk data – May 2022

- 336 new support tickets were created
- 86% support tickets were resolved (336)
- Average resolution time (per ticket) – 4.5 hours

Active Projects

Information Technology Audit

- Field work continues and should be finished by the end of June
- Have received all corrective actions which we have been proactively addressing
- Auditors will provide synopsis and IT will begin full scale corrective action plan within the next several weeks

#### Network Projects (Boyle Center & Public Safety Building)

- Providing wired infrastructure in both physical spaces
- Boyle Center work was completed June 3<sup>rd</sup>
- PSB work will provide ubiquitous wireless network capability throughout all office spaces

#### 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.)

#### County-Wide 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 June-July
- 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.)

#### Attended NYS Cyber Security Conference

- Conference is part of a statewide effort to boost cyber security awareness and empower local governments, academia, organizations and citizens to make better decisions and control of their digital security.

## RESOLUTIONS

### INFORMATION TECHNOLOGY:

#### **Motion by Pecher to bundle GO 1-3, 2<sup>nd</sup> by Shea, all in favor.**

6-22-GO-1 (Added 6-7-22) Authorizing the Chief Information Officer to create and fill a Senior Computer Systems Technician position in the Cayuga county Information Technology Department

6-22-GO-2 (Added 6-7-22) Authorizing the Chief Information Officer to fill a Systems Administrator position in the Cayuga County Information Technology Department

6-22-GO-3 (Added 6-7-22) Authorizing the Chief Information Officer to create and fill a Computer Systems Technician position in the Cayuga County Information Technology Department

#### **Motion by Kerr to adjourn at 7:46PM, 2<sup>nd</sup> by Pecher, all in favor.**