



AGENDA
GOVERNMENT OPERATIONS COMMITTEE
Wednesday June 8, 2022 to follow Judicial
Live Stream Link - https://youtu.be/wqg1uy_Kfrs

CALL TO ORDER: By Hon. Chris Petrus, Chair

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

MINUTES TO APPROVE: May 11, 2022

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)

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

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 3rd
- 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.

Kevin Swab (Veterans) no updates

RESOLUTIONS

INFORMATION TECHNOLOGY:

- 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

ADJOURNMENT: Wednesday, July 13, 2022 to follow Judicial

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

RESOLUTION NO. _____ **6/21/22 IT Fill Senior Computer Systems Technician rev**

Authorizing the Chief Information Officer to create and fill a Senior Computer Systems Technician position in the Cayuga County Information Technology Department.

BY: Hon. Christopher Petrus, Chair of the Government Operations Committee
 Hon. Hans Pecher, Chair of the Ways & Means Committee

WHEREAS, There is a need for a Senior Computer Systems Technician in the Information Technology Department to provide top-tier support for various IT systems and processes; and,

WHEREAS, This position is being created to begin the transition away from contracted IT support services and allow the County to retain local IT talent within the department; and,

WHEREAS, Funds are currently available in the 2022 budget in the Professional Services account A16104 54059 and can be transferred to cover the costs for this position; **NOW THEREFORE BE IT**

RESOLVED, That the Cayuga County Legislature creates a Senior Computer Systems Technician position (37.5 hrs) (Grade 30 of the CSEA Bargaining Unit) in the Department of Information Technology with the jurisdictional class allocation being Competitive; and be it further

RESOLVED, That the Chief Information Officer be authorized to fill the Senior Computer Systems Technician position (37.5 hrs), in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga, and this authorization is valid through June 30, 2022 in accordance with policy resolution 307-20, and be it further

RESOLVED, That the Director of Finance makes the following budget transfer:

	<u>Increase</u>	<u>Decrease</u>
A16101 51001 Salaries FT	\$33,255	
A16101 58001 Social Security	\$2,283	
A16101 58002 Retirement	\$2,909	
A16101 58003 Health Insurance	\$3,377	
A16101 58004 Dental Insurance	\$160	
A16104 54059 Professional Services		\$41,984

RESOLUTION NO. _____ 6/21/22

IT Fill Systems Administrator rev

Authorizing the Chief Information Officer to create and fill a Systems Administrator position in the Cayuga County Information Technology Department.

BY: Hon. Christopher Petrus, Chair of the Government Operations Committee
 Hon. Hans Pecher, Chair of the Ways & Means Committee

WHEREAS, there is a need for a Systems Administrator in the Information Technology Department to provide top-tier support for various IT systems and processes; and,

WHEREAS, this position is being created to begin the transition away from contracted IT support services and allow the County to retain local IT talent within the department; and,

WHEREAS, funds are currently available in the 2022 budget in the Professional Services account A16104 54059 and can be transferred to cover the costs for this position; NOW THEREFORE BE IT

RESOLVED, that the Cayuga County Legislature creates a Systems Administrator position (37.5 hrs) (Grade 30 of the CSEA Bargaining Unit) in the Department of Information Technology with the jurisdictional class allocation being Competitive; and be it further

RESOLVED, that the Chief Information Officer be authorized to fill the Systems Administrator position (37.5 hrs), in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga, and this authorization is valid through June 30, 2022 in accordance with policy resolution 307-20, and be it further

RESOLVED, that the Director of Finance makes the following budget transfer:

	<u>Increase</u>	<u>Decrease</u>
A16101 51001 Salaries FT	\$33,255	
A16101 58001 Social Security	\$2,283	
A16101 58002 Retirement	\$2,909	
A16101 58003 Health Insurance	\$3,377	
A16101 58004 Dental Insurance	\$160	
A16104 54059 Professional Services		\$41,984

RESOLUTION NO. _____ 6/21/22

IT Fill Computer Systems Technician rev

Authorizing the Chief Information Officer to create and fill a Computer Systems Technician position in the Cayuga County Information Technology Department.

BY: Hon. Christopher Petrus, Chair of the Government Operations Committee
 Hon. Hans Pecher, Chair of the Ways & Means Committee

WHEREAS, There is a need for a Computer Systems Technician in the Information Technology Department to provide top-tier support for various IT systems and processes; and,

WHEREAS, This position is being created to begin the transition away from contracted IT support services and allow the County to retain local IT talent within the department; and,

WHEREAS, Funds are currently available in the 2022 budget in the Professional Services account A16104 54059 and can be transferred to cover the costs for this position; NOW THEREFORE BE IT

RESOLVED, That the Cayuga County Legislature creates a Computer Systems Technician position (37.5 hrs) (Grade 25 of the CSEA Bargaining Unit) in the Department of Information Technology with the jurisdictional class allocation being Competitive; and be it further

RESOLVED, That the Chief Information Officer be authorized to fill the Computer Systems Technician position (37.5 hrs), in accordance with the Civil Service Rules and Regulations and the Policies of the County of Cayuga, and this authorization is valid through December 31, 2022 in accordance with policy resolution 307-20, and be it further

RESOLVED, That the Director of Finance is authorized and directed to make the following budget transfer:

	<u>Increase</u>	<u>Decrease</u>
A16101 51001 Salaries FT	\$29,841	
A16101 58001 Social Security	\$2,283	
A16101 58002 Retirement	\$2,909	
A16101 58003 Health Insurance	\$3,377	
A16101 58004 Dental Insurance	\$160	
A16104 54059 Professional Services		\$38,570