

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
JANUARY 6, 2021

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: Griffith, Clary, Hicks, Hogan, Ferguson, Ward

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: Shaw

SUPERVISORS: Hall, Henke, Fedler

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Teri McNall, CIO Information Technology

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – December 8, 2020
3. County Attorney – Cyber Security Report
4. Information Technology
 - A. Project Updates
5. Other Business
6. Adjournment

Chairman Griffith called the meeting to order at 10:13 A.M.

A motion to accept the minutes of the December 8, 2020 meeting was moved by Mr. Ferguson, seconded by Mrs. Clary and adopted.

COUNTY ATTORNEY: Roger Wickes, County Attorney, addressed the following items with the committee:

- Cyber Security Reports, handouts attached.
 - December Monthly Report – Email statistics remained constant and down slightly on security statistics after a spike in November. Received first COVID phishing attempt from outside. He expects to see more of them as the vaccine program ramps up.
 - Yearly Report - 1.5 billion data points in security statistics. Elections ramped up in October prior to the election. Email inquires going up and down because we are getting better at recognizing suspicious emails.
 - Applying for cyber security grant for next year but they are gearing it toward entry level and we have been doing it for a while. Doing a really good job in this area and gave credit to Karen Pratt, Cyber Security Officer. Also putting out public alerts for constitutes. Chairman Griffith has talked with the IT Director about getting the email addresses off the website. The County Attorney stated there is talk of doing a redesign of the website. The IT CIO stated probably will change to all forms with no email addresses.

INFORMATION TECHNOLOGY: Teri McNall, Information Technology CIO, addressed the following items with the committee:

- Projects Updates, handout attached. Not a lot of changes. Ramping up with the remote working capabilities. Kronos project is now complete with just a little bit of closeout left. Took off a few projects that had already closed but have some big projects coming up. They have the equipment ordered for all the patrol cars as well as the DPW barns. Also, the soft phone installation and they are testing and have a couple of issues to address working with the vendor.
- The County had an information technology study done several years ago and many of the recommendations have been implemented but Mr. O'Brien asked if there is anything else missing or that the County should incorporate or review again. The CIO stated that is

something she can review with the committee and will have that on next month's agenda. Mr. Campbell stated we should acknowledge our accomplishments as a result of that study.

- Creating an IT Capital Reserve and moving money from last year's budget into the reserve will be discussed at tomorrow's Finance committee meeting.

OTHER BUSINESS: None.

A motion to adjourn was moved by Mr. Campbell, seconded by Mrs. Clary and adopted. The meeting adjourned at 10:28 A.M.

*Debra Prehoda, Clerk
Washington County Board of Supervisors*



WASHINGTON COUNTY ATTORNEY'S OFFICE

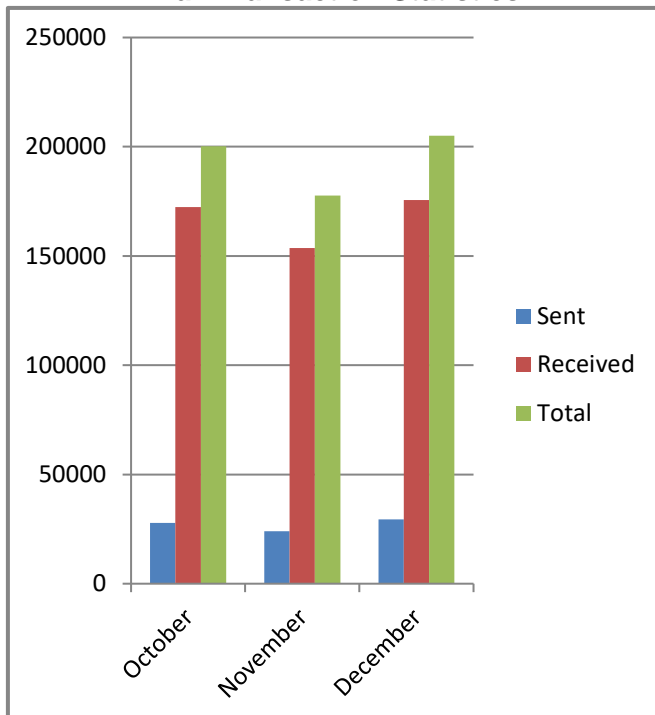
County Cyber Security Office

383 BROADWAY, FORT EDWARD, NY 12828
PHONE (518)746-2106 – FAX (518)746-2137
cyberaware@washingtoncountyny.gov

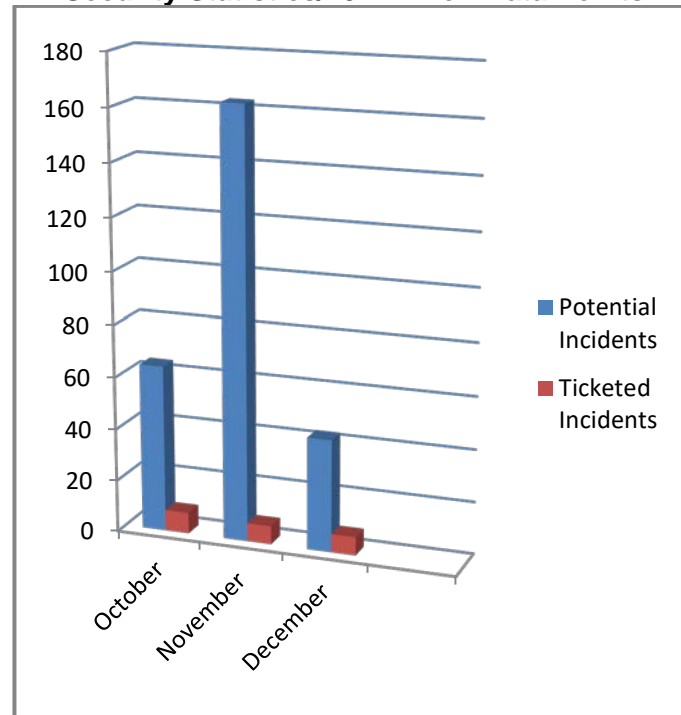
Karen R Pratt
Cyber Security Officer

Cyber Report 12/1/2020 – 12/31/2020

Email Transaction Statistics



Security Statistics/292 Million Data Points



Incident/Remediation Efforts

- Received 32 advisories/vulnerabilities/security updates. Reviewed, distributed and remediated where necessary.
- Received 5 advisories relating to elections subject. Reviewed, distributed and remediated where necessary.
- Shared with colleagues pertinent situational awareness notifications received via NYS and/or other resources.
- Researched and discussed 47 inquiries of e-mail or other containing information or links that elevated suspicion.
- Researched and discussed 8 alerts of abnormal file behavior within organization.

Monthly Statistic of Interest

- An email contact outside of washingtoncountyny.gov domain was compromised. As a result, phishing emails were sent from compromised mailbox, received and reported by our users. Phish attempted to take advantage of COVID-19 subject.



WASHINGTON COUNTY ATTORNEY'S OFFICE



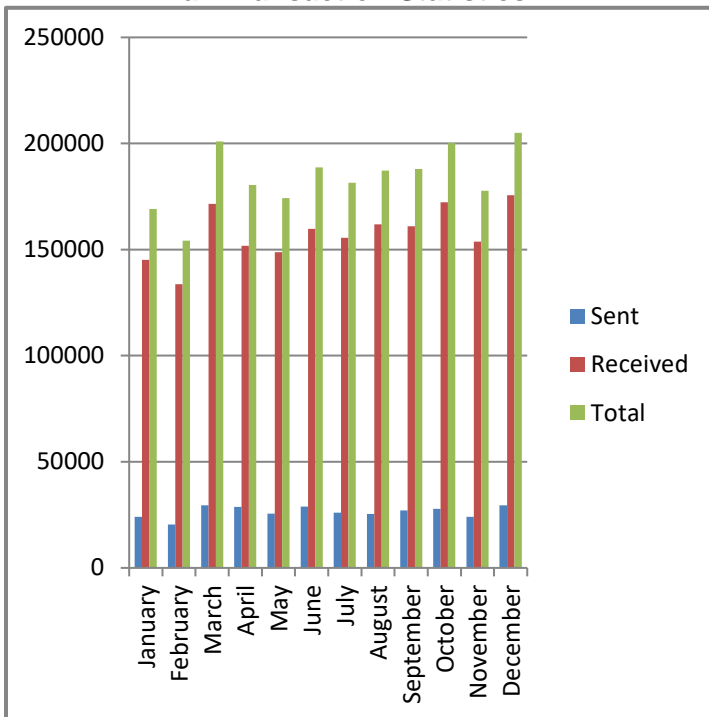
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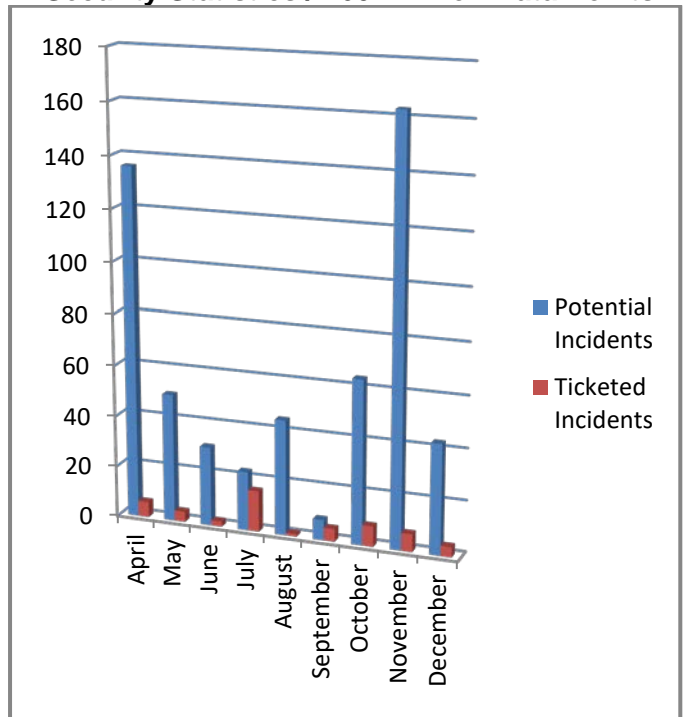
Karen R Pratt
 Cyber Security Officer

Yearly Summary Cyber Report 1/1/2020 - 12/31/2020

Email Transaction Statistics

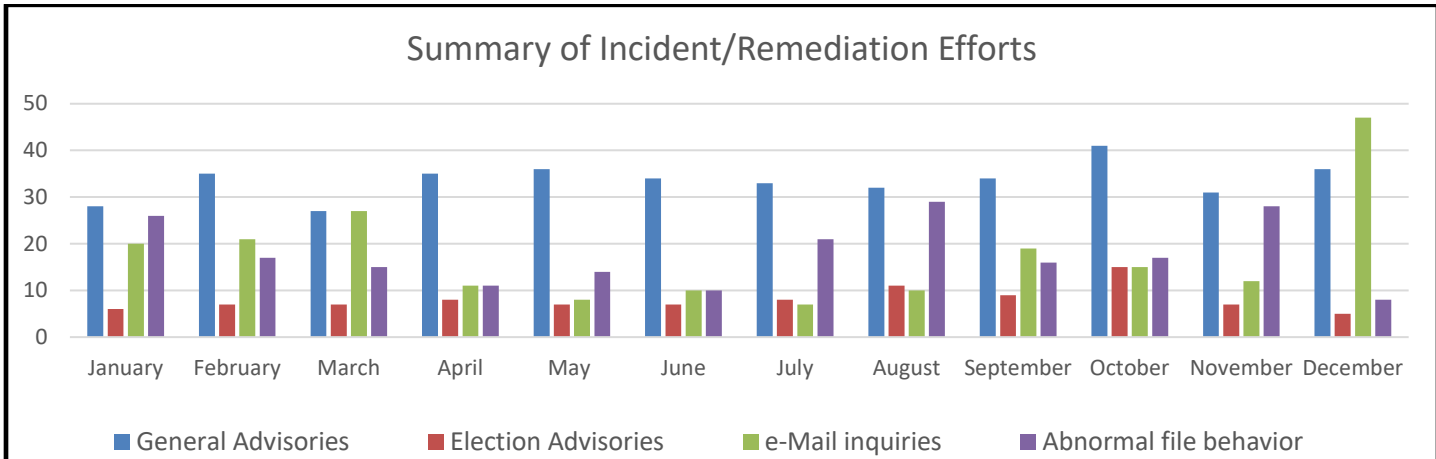


Security Statistics /1.602 Billion Data Points



Note - new report as of April, no summary data for Jan-Mar

Summary of Incident/Remediation Efforts



On Time			Later than expected	OverDue			
Start Date	Goal	Status	Item	Description	Dept	Complete	Latest Activity
10/19	2/20	In Process	windows 10 deployment	All computer up to windows 10 OS	All	98%	Upgrading pcs that are compatible, replacing those that are not
11/18	6/20	Pending Complete	Timekeeping software upgrade	Upgrade of time keeping software and move to cloud	All	100%	Wrapping up
5/20	3/21	In Process	Firewall phase 2	Server Networks	All	90%	In process
10/20	12/20	In Process	Soft Phone installation	Installation of servers/networking for Soft phone deployment	All	95%	Testing, working out issues
12/19	3/21	In Process	MDM solution deployment	MDM solution to manage mobile devices	All	25%	Working with vendor to develop
10/20	2/21	In Process	Gas software/system upgrade	upgrade of application for Gas system	DPW/IT	85%	Working with vendor
1/21	5/21	Pre work	Patrol Car Router upgrade	Router upgrade for Patrol Cars	Sheriff/IT	5%	Equipment on order
1/21	5/21	Pre work	DPW Barn Router upgrade	Router upgrade for DPW Barns	DPW/IT	5%	Equipment on order