

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
APRIL 19, 2022

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: O'Brien, Griffith, Fedler, Clary, Wilson, Nolan

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: Hicks

SUPERVISORS: Hall, Henke, Shaw, Fisher, Rozell

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Al Nolette, County Treasurer

Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – March 22, 2022
3. County Attorney
 - A. Cyber Security Report
 - B. Travel Request
4. Information Technology
 - A. Project Updates
 - B. Ticketing Report
5. Other Business
6. Adjournment

Chairman O'Brien called the meeting to order at 10:00 A.M. in the Supervisors Chamber and via zoom.

A motion to accept the minutes of the March 22, 2022 meeting was moved by Mrs. Fedler, seconded by Mr. Wilson, and adopted.

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

- Cyber Security:
 - Report – Monthly report attached. Continued heightened awareness because of world events and the Cyber Security Officer is doing a lot of training.
 - Travel Request – The Cyber Security Officer has been invited to conference in Baltimore, MD with all expenses paid by the ISAC and requesting permission for attend. This is a good opportunity for learning and networking and at no cost to the County; would use the purchasing card and then apply the reimbursement. Also, the Cyber Security Officer will be speaking at the County Finance school in Syracuse. A motion to approve conference travel was moved by Mrs. Fedler, seconded by Mr. Wilson, and adopted.

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

- Project Updates, handout attached.
- Ticketing Report, handout attached.
- The quote to fit up the committee room to broadcast totals approximately \$6,000, all on state contract. This would be the same set up as in the classroom and enable to broadcast to zoom. This was a last minute request and she does not have money in her budget. Plan to discuss where to conduct the meetings is on the agenda for the Government Operations Committee and Chairman O'Brien suggested moving it to that committee. A motion to move committee room upgrade discussion to the Government Operations Committee meeting was moved by Mrs. Fedler, seconded by Mr. Wilson, and adopted.

OTHER BUSINESS: None.

The meeting adjourned at 10:11 A.M.

Debra Prehoda, Clerk, Washington County Board of Supervisors



WASHINGTON COUNTY ATTORNEY'S OFFICE

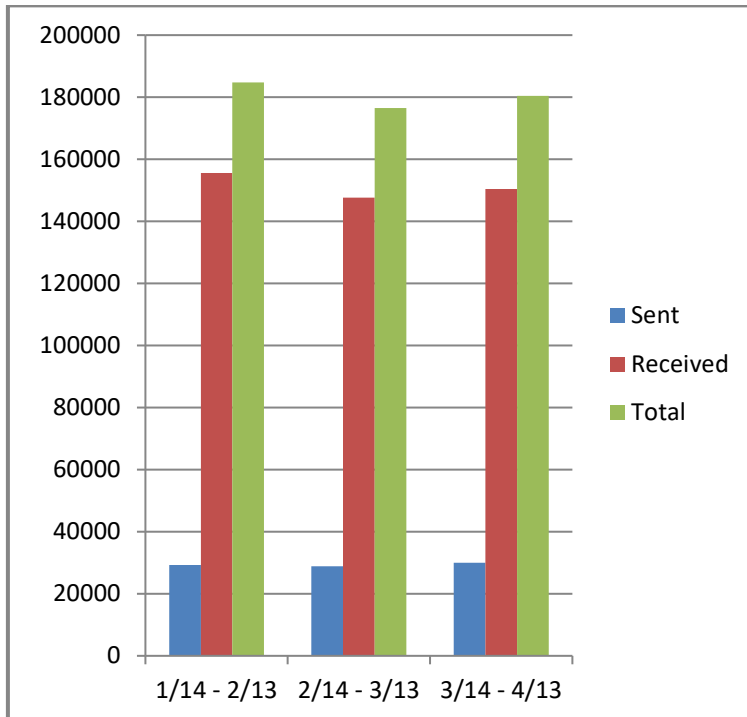
County Cyber Security Office

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

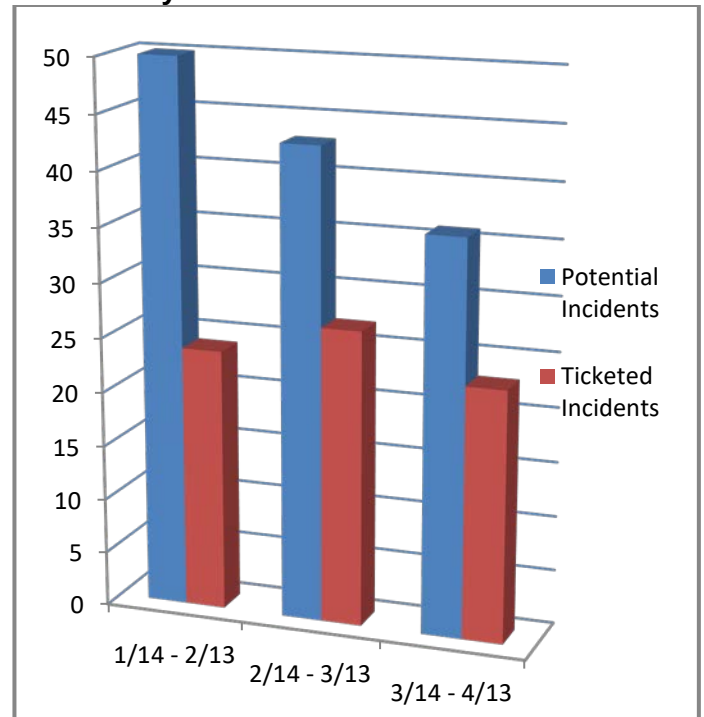
Karen R Pratt
Cyber Security Officer

Cyber Report 3/14/2022 – 4/13/2022

Email Transaction Statistics



Security Statistics/594 Million Data Points



Incident/Remediation Efforts

- Received 86 advisories/vulnerabilities/security updates. Reviewed, distributed and remediated where necessary.
- Received 4 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 15 inquiries of e-mail or other containing information or links that elevated suspicion.
- Researched and discussed 75 alerts of abnormal file behavior within organization.

Monthly Items of Interest

- Reports of phishing where the bad actor is taking advantage of current events and social engineering.
- Upcoming May 5th grant application deadline for the NYS Department of Homeland Security and Emergency Services FY2020 Cyber Security Grant.
- Upcoming Planning Board Virtual Training April 25th. Be Cyber Aware: In Intro to Cyber Security for Municipalities.
- Continued heightened awareness because of world events. The latest targets being Industrial Control Systems and Supervisory Control and Data Acquisition devices. See Cybersecurity and Infrastructure Security Agency (CISA) SHEILDS UP campaign <https://www.cisa.gov/shields-up>.

On Time			Later than expected	OverDue			
Start Date	Goal	Status	Item	Description	Dept	Complete	Latest Activity
1/21	2/22	Pending Complete	GIS Server replacement	Upgrading and replacement of GIS Server/Workstations	Real Property/IT	98%	Scheduling a go live with vendor
4/22	7/22	In Process	Website security upgrade	Website secure forms and security upgrade	All	10%	Working with Vendor
8/21	7/22	In Process	Replacement of patrol car pcs	Replace patrol car pcs in all vehicles	Sheriff/IT	7%	Product received, currently imaging
11/21	9/22	In Process	Camera project	Camera install and replace	All	55%	Installing cameras
2/22	5/22	In Process	UPS Replacement	Replace county UPS devices	All	25%	Replacing appliances
3/22	8/22	In Process	Probation software	Probation software implementation	Probation	5%	Project in process working with vendor
8/21	4/22	Complete	Call account software upgrade	Build new server and install new software	IT	100%	Training end users

Ticket Report - Tickets Completed in March 2022		
Department	Hours	% of Total
Administration	10	1.32%
Alt Sent/Youth Bureau	26.75	3.52%
Assigned Counsel	4	0.53%
Board of Elections	2.5	0.33%
Board of Supervisors	3.5	0.46%
Building & Grounds	6.5	0.86%
Code Enforcement	148.25	19.51%
County Attorney	4.5	0.59%
County Clerk	13.25	1.74%
District Attorney	21.25	2.80%
DSS	11.75	1.55%
EOC	23.5	3.09%
Historian	2	0.26%
IT	230	30.26%
LDC	1.5	0.20%
Personnel	24.75	3.26%
Probation	9	1.18%
Public Defender	12.5	1.64%
Public Health	18.5	2.43%
Public Safety	11.25	1.48%
Public Works	42.25	5.56%
Real Property	28.75	3.78%
Safety	0.75	0.10%
Sewer District	34	4.47%
Sheriff	49.5	6.51%
Tax Collectors	0.5	0.07%
Treasurer	5.5	0.72%
Veterans	2	0.26%
WIC	11.5	1.51%
Grand Total	760	100.00%