

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
MAY 23, 2023

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: O'Brien, Griffith, Hicks, Fedler, Clary, Fisher

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: Nolan

SUPERVISORS: Henke, Hall, Haff, Campbell, Rozell

Debra Prehoda, Clerk of the Board

Melissa Fitch, County Administrator

Al Nolette, County Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – April 25, 2023
3. Information Technology
 - A. Cyber Security Report
 - B. Projects Report
 - C. Ticketing Report
4. Other Business
5. Adjournment

Chairman O'Brien called the meeting to order at 10:00 A.M. in the Board of Supervisors classroom, Room B214, Washington County Municipal Center, Fort Edward, NY.

A motion to accept the minutes of the April 25, 2023 meeting was moved by Mr. Fisher, seconded by Mrs. Fedler, and adopted.

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

- Cyber Security Report, handout in new format attached. Provided an overview of the report stating the top part is a snippet of the month verses previously reported by a range of dates and this is their managed response service that monitors all the appliances within the environment, and the email overview shows the email totals on the top line, green is good email followed by methods and rules being hit, i.e., mail with a social security numbers – data leaks, and malware and phishing. Item of interest on the bottom, keep your mobile devices up to date.
- Project Status Updates, handout attached. Two fairly significant projects completed are the new Chambers AV and installed the last of the cameras which was a huge project with a lot of departments working together.
- Ticketing Report, handout attached.

OTHER BUSINESS:

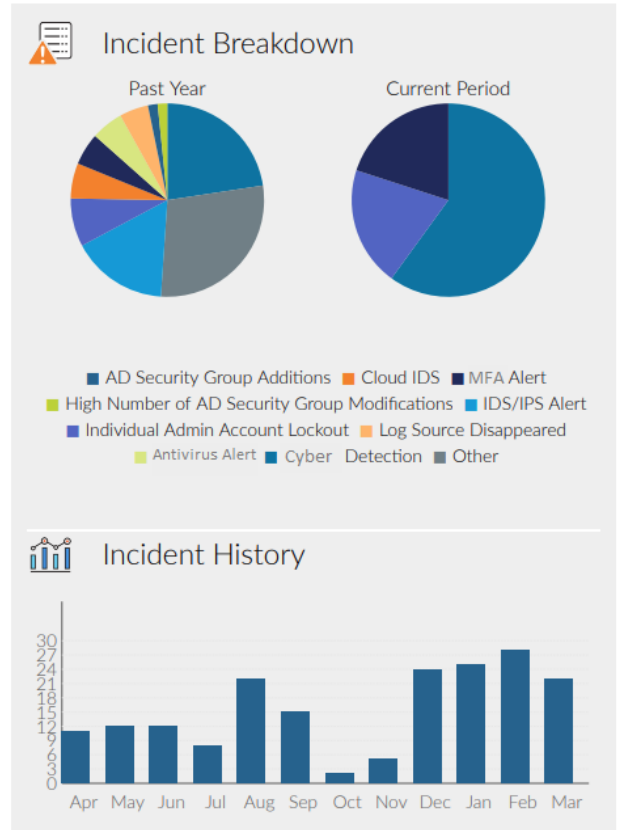
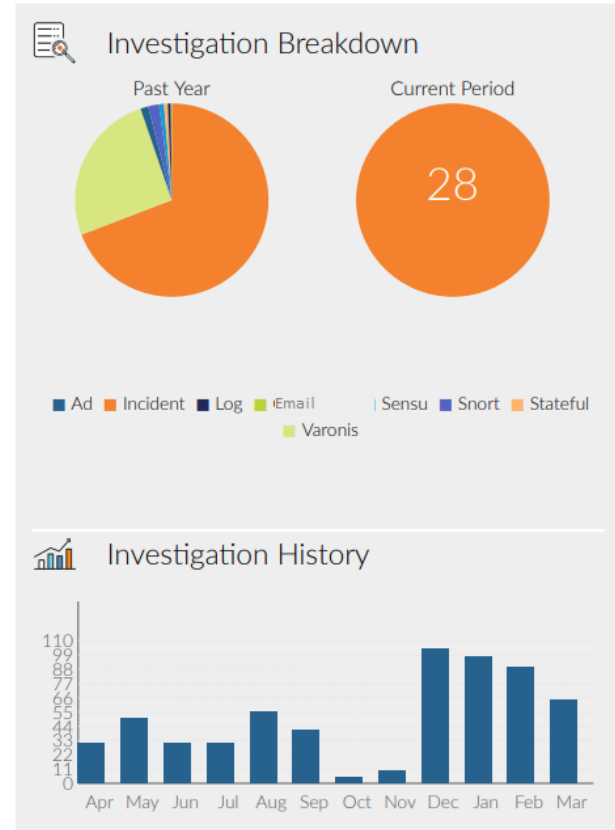
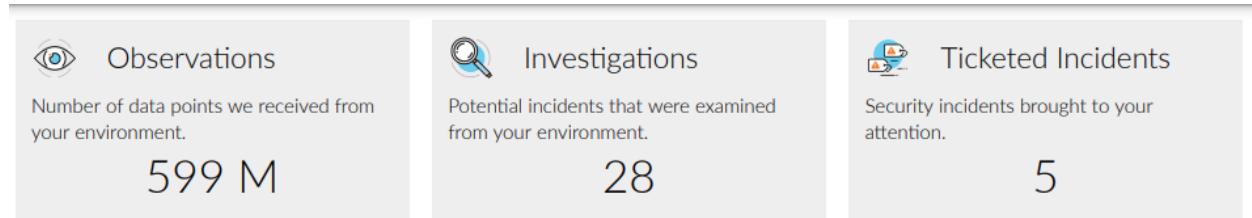
County issued Apple mobile devices restrict access to social media sites and working on other mobile devices. Access to social media sites on the county's Wi-Fi network are also restricted but there are some departments that have access such as the Sheriff's Department, District Attorney. Hardly anything is restricted on the guest Wi-Fi except adult sites. All of the County networks are segmented. They are in the very beginning stages of writing policies.

The meeting adjourned at 10:13 A.M.

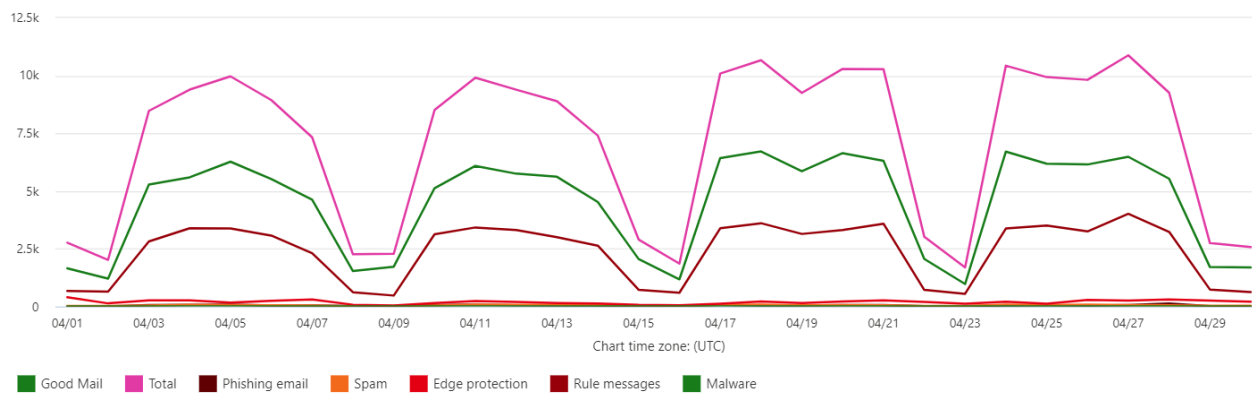
*Debra Prehoda, Clerk
Washington County Board of Supervisors*

Cyber Security Report - April 2023

Organization Overview



Email Overview



Monthly item of interest/News

- Don't forget to keep your mobile devices up to date – Multiple security flaws exposed in Apple and Samsung this month

May 2023

On Time			Later than expected	OverDue			
Start Date	Goal	Status	Item	Description	Dept	Complete	Latest Activity
4/23	9/23	In Process	Edge switching	Edge switching replacement	All	5%	Equipment has been ordered
4/23	7/23	In Process	Barn switching and printers	Additional switching and printer upgrade barns	DPW	20%	Networking completed waiting on hardware
4/23	8/23	In Process	UPS LEC	UPS replacement Jail	Sheriff	15%	Hardware is arriving
4/23	9/23	In Process	Building C rewire	Rewiring of building C for expansion	All	15%	Hardware is arriving and process started
4/23	6/23	In Process	CAD server upgrades	Upgrades to Public Safety environment	Public Safety\Sheriff	20%	Working with vendor
3/22	1/23	In Process	Probation software	Probation software implementation	Probation	95%	Go Live this week
6/22	5/23	In Process	Phone System call center	Call center software install and configuration	All	75%	Working with vendor and testing
8/22	4/23	In Process	Basement training room upgrade	Upgrade of AV in basement training room	All	95%	Scheduling hand off and finalizing with vendor
4/23	5/23	Complete	Board Room AV	Board Room AV	BOS	100%	Complete
11/21	5/23	Complete	Camera project	Camera install and replace	All	100%	Complete

Ticketing Report April 2023

Department	Hours	% of Total
Administration	10.5	1.23%
Alt Sent/Youth Bureau	55.25	6.46%
Board of Elections	9.75	1.14%
Board of Supervisors	5	0.58%
Building & Grounds	7	0.82%
Code Enforcement	6	0.70%
Community Services Board	0.75	0.09%
County Attorney	6.5	0.76%
County Clerk	20.75	2.43%
Courts NYS	1.5	0.18%
District Attorney	18.5	2.16%
DSS	314	36.74%
Easton Town Code Enforcement	6	0.70%
EOC	0.5	0.06%
IT	141.5	16.55%
Personnel	33	3.86%
Planning	2.25	0.26%
Probation	26.75	3.13%
Public Defender	2	0.23%
Public Health	18	2.11%
Public Safety	28.25	3.31%
Public Works	26	3.04%
Real Property	17.5	2.05%
Safety	0.25	0.03%
Sewer District	24.5	2.87%
Sheriff	42.25	4.94%
Treasurer	19.75	2.31%
Veterans	6	0.70%
WIC	4.75	0.56%
Grand Total	854.75	100.00%