

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
JUNE 21, 2022

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: Hicks, Fedler, Clary-zoom, Wilson-zoom, Nolan

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: O'Brien, Griffith

SUPERVISORS: Hall-zoom, Henke, Ferguson-zoom, Shaw, Haff, Campbell, Hogan, Rozell
Debra Prehoda, Clerk of the Board Roger Wickes, County Attorney
Melissa Fitch, County Administrator

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – May 24, 2022
3. County Attorney
 - A. Cyber Security Report
4. Information Technology
 - A. Project Updates
 - B. Ticketing Report
5. Other Business
6. Adjournment

In the absence of Chairman O'Brien, Mr. Hicks called the meeting to order at 10:01 A.M. in the Supervisors classroom and via zoom.

A motion to accept the minutes of the May 24, 2022 meeting was moved by Mrs. Fedler, seconded by Mr. Nolan, and adopted.

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

- Cyber Security:
 - Report – Monthly report attached. Table top exercise planned for next month. Mentioned the importance of keeping your programs updated.

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

- Project Updates, handout attached. All projects are in progress. The last UPS was being installed this morning at Willard Mountain. That has been a very big project and very happy to get it completed.
- May Ticketing Report, handout attached.

OTHER BUSINESS:

- Asked how the electronics in the County Highway trucks used to monitor material spreading holds up in that environment and the IT CIO stated they do not really do much with the County trucks adding that the software used, Compu-Spread, is very antiquated and takes a lot of manual intervention. She has spoken with the Superintendent of Public Works and that is something they are going to look into around budget time.

The meeting adjourned at 10:13 A.M.

*Debra Prehoda, Clerk
Washington County Board of Supervisors*



WASHINGTON COUNTY ATTORNEY'S OFFICE

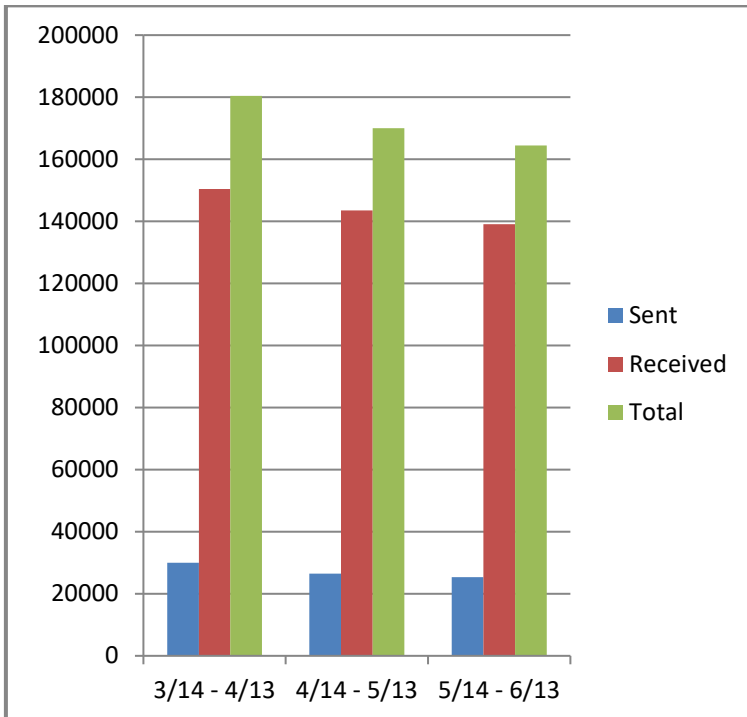
County Cyber Security Office

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

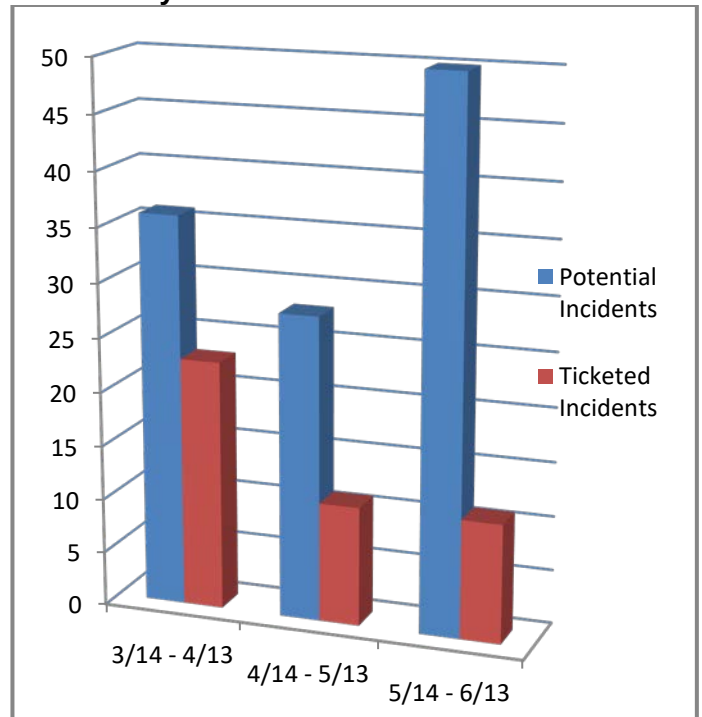
Karen R Pratt
Cyber Security Officer

Cyber Report 5/14/2022 – 6/13/2022

Email Transaction Statistics



Security Statistics/578 Million Data Points



Incident/Remediation Efforts

- Received 102 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 11 inquiries of e-mail or other containing information or links that elevated suspicion.
- Researched and discussed 53 alerts of abnormal file behavior within organization.

Monthly Items of Interest

- Cybersecurity and Infrastructure Security Agency (CISA) shared the top 3 bad practices
 - Use of end-of-life or unsupported software
 - Use of single-factor authentication for remote and/or administrative access
 - Use of known/fixed/default password and credentials
- Cybersecurity and Infrastructure Security Agency (CISA) advises to run latest update of Chrome browser – reminder to turn on automatic updates
- Forbes article titled Alarming Cyber Statistics For Mid-Year 2022 That You Need to Know – Government/Military ranks #2 in the industry for the Average Weekly Attacks Per Organization (2021)
See <https://www.forbes.com/sites/chuckbrooks/2022/06/03/alarming-cyber-statistics-for-mid-year-2022-that-you-need-to-know/?sh=63f9591c7864>

| On Time | | | Later than expected | OverDue | | | |
|------------|------|------------|-------------------------------|---|------------|----------|----------------------------|
| Start Date | Goal | Status | Item | Description | Dept | Complete | Latest Activity |
| 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 | 20% | Installing |
| 11/21 | 9/22 | In Process | Camera project | Camera install and replace | All | 60% | Installing cameras |
| 2/22 | 5/22 | In Process | UPS Replacement | Replace county UPS devices | All | 95% | Almost complete |
| 3/22 | 8/22 | In Process | Probation software | Probation software implementation | Probation | 20% | Data conversion in process |
| 4/22 | 9/22 | In Process | File server replacement | File server upgrade and replacement | All | 25% | Building servers |

| Ticket Report - Tickets Completed in March 2022 | | |
|--|---------------|-------------------|
| Department | Hours | % of Total |
| Administration | 16 | 2.18% |
| Alt Sent/Youth Bureau | 12.75 | 1.74% |
| Assigned Counsel | 2.5 | 0.34% |
| Board of Elections | 2.5 | 0.34% |
| Board of Supervisors | 6.5 | 0.89% |
| Building & Grounds | 12.5 | 1.70% |
| Code Enforcement | 24.75 | 3.37% |
| Coroner | 0.25 | 0.03% |
| County Attorney | 1.75 | 0.24% |
| County Clerk | 28.5 | 3.88% |
| District Attorney | 17.25 | 2.35% |
| DSS | 7 | 0.95% |
| EOC | 15.25 | 2.08% |
| IT | 199.75 | 27.20% |
| LDC | 2 | 0.27% |
| Personnel | 6.25 | 0.85% |
| Planning | 3.25 | 0.44% |
| Probation | 3.25 | 0.44% |
| Public Defender | 10.5 | 1.43% |
| Public Health | 29 | 3.95% |
| Public Safety | 147.25 | 20.05% |
| Public Works | 22.5 | 3.06% |
| Real Property | 42.5 | 5.79% |
| Safety | 0.5 | 0.07% |
| Sewer District | 20 | 2.72% |
| Sheriff | 81.25 | 11.07% |
| Treasurer | 11.75 | 1.60% |
| Veterans | 5.5 | 0.75% |
| WIC | 1.5 | 0.20% |
| Grand Total | 734.25 | 100.00% |