

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES  
JULY 19, 2022

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

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: None.

SUPERVISORS: Hall-zoom, Henke, Ferguson-zoom, Shaw, Haff, Hogan, Rozell  
Debra Prehoda, Clerk of the Board                      Al Nolette, County Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – June 21, 2022
3. County Attorney
  - A. Cyber Security Report
4. Information Technology
  - A. Project Status 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 classroom, Room B214, and via zoom.

A motion to accept the minutes of the June 21, 2022 meeting was moved by Mr. Griffith, seconded by Mr. Hicks, and adopted.

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

- COUNTY ATTORNEY - Cyber Security Report, monthly report attached. The IT CIO stated an official phishing campaign was conducted to test the cyber security training that has been done. The results to date show improvements from previous campaigns so the cyber security training is really making a difference.
- INFORMATION TECHNOLOGY:
  - Project Updates, handout attached. One project coming off and a couple of others coming on. Several departments are interested in the secure forms upgrade. A big software package like the project in Probation will typically take six months to a year to go live.
  - June Ticketing Report, handout attached.

OTHER BUSINESS: None.

The meeting adjourned at 10:07 A.M.

*Debra Prehoda, Clerk  
Washington County Board of Supervisors*



# WASHINGTON COUNTY ATTORNEY'S OFFICE

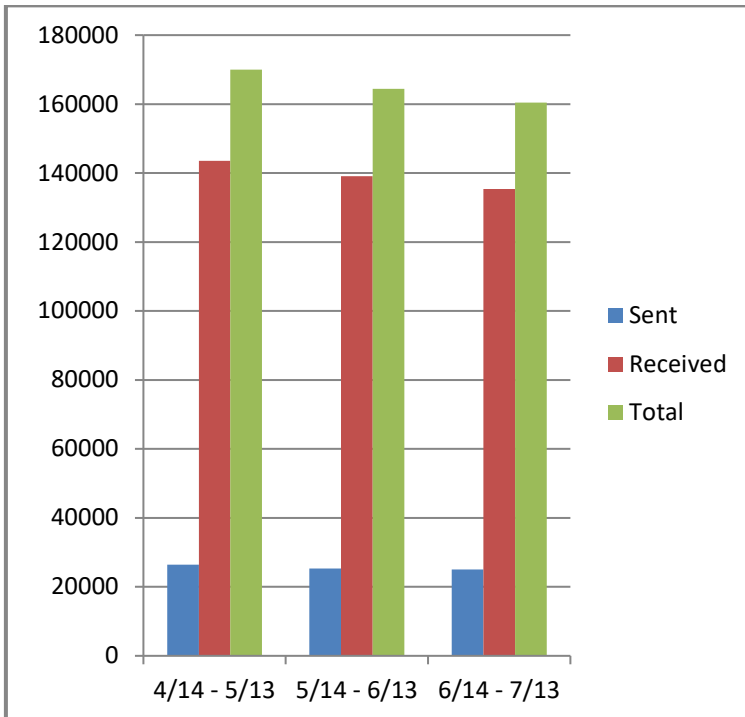
## County Cyber Security Office

383 BROADWAY, FORT EDWARD, NY 12828  
PHONE (518)746-2106 – FAX (518)746-2137  
[cyberaware@washingtonty.gov](mailto:cyberaware@washingtonty.gov)

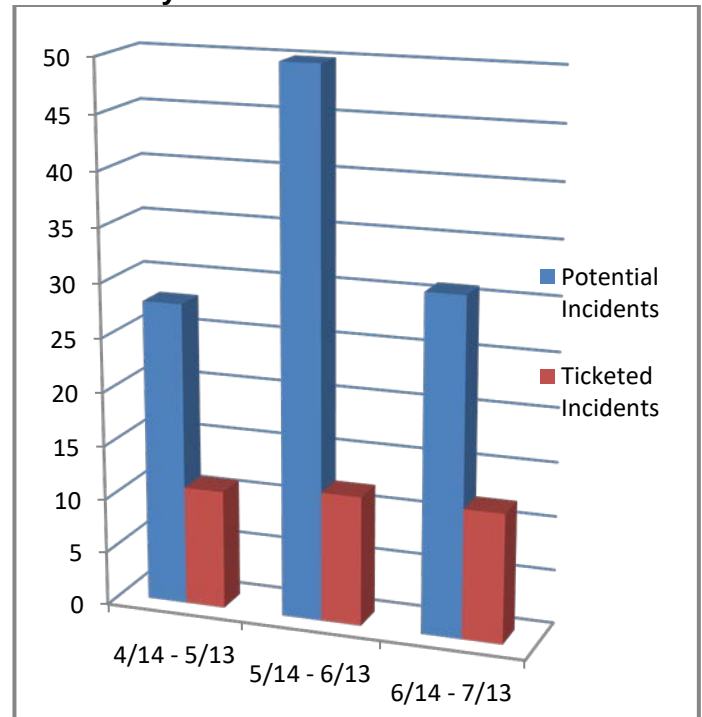
**Karen R Pratt**  
Cyber Security Officer

### Cyber Report 6/14/2022 – 7/13/2022

#### Email Transaction Statistics



#### Security Statistics/601 Million Data Points



#### Incident/Remediation Efforts

- Received 112 advisories/vulnerabilities/security updates. Reviewed, distributed and remediated where necessary.
- Received 7 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 8 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

- June 21 President Biden signed into law the State and Local Government Cybersecurity Act, a bill that codifies and strengthens the relationship between federal, state and local cybersecurity authorities
- Participated in the NYS Cyber Security Conference
- Participated in National Association of Counties Website Defacement Cyber Simulation
- Marriott International suffered incident whereas a threat actor used social engineering to trick a Marriott associate to provide access to associate's computer.
- AMD chip manufacturer investigating data breach

On Time			Later than expected	OverDue			
Start Date	Goal	Status	Item	Description	Dept	Complete	Latest Activity
4/22	7/22	Complete	Website security upgrade	Website secure forms and security upgrade	All	100%	Complete
8/21	7/22	In Process	Replacement of patrol car pcs	Replace patrol car pcs in all vehicles	Sheriff/IT	60%	Installing
11/21	9/22	In Process	Camera project	Camera install and replace	All	65%	Installing cameras
2/22	5/22	In Process	UPS Replacement	Replace county UPS devices	All	97%	Completing Barns
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	35%	Working on migration
6/22	11/22	In Process	Phone System call center	Call center software install and configuration	All	10%	Building servers

**Ticket Report - Tickets Completed in June 2022**

<b>Department</b>	<b>Hours</b>	<b>% of Total</b>
Administration	10.5	2.03%
Alt Sent/Youth Bureau	13.5	2.61%
Assigned Counsel	4	0.77%
Board of Elections	5	0.97%
Board of Supervisors	2.75	0.53%
Building & Grounds	4.5	0.87%
Code Enforcement	11.5	2.22%
Conference Room TVs	9.5	1.83%
Coroner	0.25	0.05%
County Attorney	20.5	3.96%
County Clerk	31.75	6.13%
District Attorney	4.25	0.82%
DSS	7.25	1.40%
EOC	4	0.77%
Historian	2	0.39%
IT	135.5	26.16%
OFA/ADRC	0.75	0.14%
Personnel	11.5	2.22%
Planning	6.25	1.21%
Probation	4.5	0.87%
Public Defender	17.5	3.38%
Public Health	22.75	4.39%
Public Safety	17.75	3.43%
Public Works	17.5	3.38%
Real Property	11	2.12%
Sewer District	7.5	1.45%
Sheriff	86.25	16.65%
Tax Collectors	2	0.39%
Treasurer	43.25	8.35%
Veterans	0.25	0.05%
WIC	2.5	0.48%
<b>Grand Total</b>	<b>518</b>	<b>100.00%</b>