



Information Technology – Legislative Committee Meeting

05.06.25

- APPROVAL OF MINUTES
 - 04.08.25 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - Windows 10 End of Life / Windows 11 Deployment
- NEW BUSINESS
 - Windows 10 End of Life / Windows 11 Hardware Requirements
- PERSONNEL
 - Nothing to Report
- RESOLUTIONS
 - E12 – AUTHORIZE REINSTATEMENT OF DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY & COMMUNICATION SERVICES
- PROCLAMATIONS
 - Nothing to Report
- ADJOURNMENT



INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

April 8th, 2025, at 9:30 am

ATTENDANCE:

- Legislators: Tracy Monell, Dennis Mullen, Ron Ciotoli, William Standinger, Martha Sauerbrey, Ray Bunce.
- Staff: Jeremy Loveland, CIO
- Guests: Cathy Haskell, Jackson Bailey
- APPROVAL OF MINUTES: Approval of March 4th, 2025, Information Technology Committee Minutes: Legislator Tracy Monell made the motion, seconded by Legislator Dennis Mullen to approve the March 4th, 2025, Information Technology Committee Minutes as written. Motion carried.
- FINANCIAL
 - Review of budget status and financial news
- OLD BUSINESS
 - Shared Service Billing Update
 - An update was provided by CIO Jeremy Loveland regarding the proposed changes to the IT Shared Services Billing process. Forecasted revenue projections were provided to the committee. The committee was in support of the recommended billing changes.

CIO Jeremy Loveland is meeting with each of the Shared Service agencies to review these billing changes as well as all upcoming projects related to those agencies.
- NEW BUSINESS
 - Windows 10 End of Life / Windows 11 Hardware Requirements
 - CIO Jeremy Loveland provided additional information regarding the requirement of deploying Microsoft Windows 11 to all County and Shared Service computers prior to October 15, 2025. This requires the purchase of additional hardware as Microsoft does not support certain older

computer processors. This impacts 350 computers, which are planned to be upgraded as a part of this project.

- Amazon Prime Business – NYSAC – Reimbursement

- NYSAC has entered a partnership with Amazon Business providing Prime to NYSAC members for free. Tioga County has recently paid for a subscription to Amazon Prime Business which will be reimbursed at a prorated amount.

- PERSONNEL

- Deputy Director of ITCS Resignation

- Brandon Clark, Deputy Director of ITCS has resigned for other employment.

- RESOLUTIONS/PROCLAMATIONS

- D01 – AUTHORIZE WARRANTY EXTENSION WITH LYNX TECHNOLOGIES FOR TWO STORAGE AREA NETWORK APPLIANCES
- D33 – TRANSFER RESERVE FUNDS TO PURCHASE UPGRADED COMPUTER HARDWARE COMPATIBLE WITH MICROSOFT WINDOWS 11

- EXECUTIVE SESSION

- Legislator Ray Bunce motioned to move to Executive Session, seconded by Legislator Tracy Monell to discuss personnel matters at 9:55 a.m.
- Legislator Dennis Mullen motioned to adjourn Executive Session at 10:30 a.m., seconded by Legislator Tracy Monell.

- ADJOURNMENT

- Legislator Ciotoli motioned to adjourn at 10:30 a.m., seconded by Legislator Monell.

Review of 2025 Budget and Financial News

A1680 – Year-to-Date Budget Report

FOR 2025 05								
ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
A1680 Information Technology								
A1680 412702 Shared Services- I	-210,072	0	-210,072	.00	.00	-210,072.00	.0%*	
A1680 412707 Shared Services- E	-90,000	0	-90,000	9,678.41	.00	-99,678.41	-10.8%*	
A1680 422280 Data Processing/Pr	0	0	0	-587.61	.00	587.61	100.0%	
A1680 424100 Rental Of County O	-5,000	0	-5,000	-6,100.08	.00	1,100.08	122.0%	
A1680 510010 Full Time	658,387	0	658,387	193,941.65	.00	464,445.35	29.5%	
A1680 540070 Car Maintenance	500	0	500	244.49	.00	255.51	48.9%	
A1680 540140 Contracting Servic	28,880	21,204	50,084	30,126.27	103.68	19,854.05	60.4%	
A1680 540180 Dues	50	0	50	.00	.00	50.00	.0%	
A1680 540220 Automobile Fuel	800	0	800	205.79	.00	594.21	25.7%	
A1680 540320 Leased/Service Equ	5,500	0	5,500	233.40	.00	5,266.60	4.2%	
A1680 540350 Office Equip Maint	25,000	0	25,000	19,553.08	.00	5,446.92	78.2%	
A1680 540420 Office Supplies	1,500	0	1,500	76.78	.00	1,423.22	5.1%	
A1680 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%	
A1680 540620 Software Expense	207,340	0	207,340	86,654.17	10,805.40	109,880.92	47.0%	
A1680 540640 Supplies (Not Offi	4,500	0	4,500	571.60	.00	3,928.40	12.7%	
A1680 540640 SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%	
A1680 540660 Telephone	72,500	0	72,500	23,493.62	.00	49,006.38	32.4%	
A1680 540661 Telephone Maintena	24,500	-21,204	3,296	.00	.00	3,296.00	.0%	
A1680 540733 Training/All Other	5,000	0	5,000	123.00	.00	4,877.00	2.5%	
A1680 581088 State Retirement F	56,110	0	56,110	18,821.72	.00	37,288.28	33.5%	
A1680 583088 Social Security Fr	43,252	0	43,252	16,070.64	.00	27,181.36	37.2%	
A1680 584088 Workers Compensati	9,560	0	9,560	3,581.60	.00	5,978.40	37.5%	
A1680 585588 Disability Insuran	544	0	544	177.60	.00	366.40	32.6%	
A1680 586088 Health Insurance F	125,301	0	125,301	70,478.73	.00	54,822.27	56.2%	
A1680 588988 Eap Fringe	128	0	128	47.20	.00	80.80	36.9%	
TOTAL Information Technology	967,780	0	967,780	467,392.06	10,909.08	489,479.35	49.4%	
TOTAL General Fund	967,780	0	967,780	467,392.06	10,909.08	489,479.35	49.4%	
TOTAL REVENUES	-305,072	0	-305,072	2,990.72	.00	-308,062.72		
TOTAL EXPENSES	1,272,852	0	1,272,852	464,401.34	10,909.08	797,542.07		
FOR 2025 05								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
GRAND TOTAL	967,780	0	967,780	467,392.06	10,909.08	489,479.35	49.4%	

H1680 – Year-to-Date Capital Budget Report

FOR 2025 05								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
H Capital Fund	APPROP	ADJSTMTS	BUDGET				BUDGET	USE//COL
H1680 Information Technology								
H1680 520270 Telephone Equipmen	6,666	0	6,666		.00	.00	6,666.00	.0%
H1680 520620 Software Expense	121,250	0	121,250	2,437.50		59,962.50	58,850.00	51.5%
H1680 520620 M7674 Software Expe	0	15,656	15,656		.00	.00	15,656.00	.0%
H1680 521090 Computer	125,500	21,000	146,500	34,162.87		.00	112,337.13	23.3%
H1680 521090 M7674 Computer-ARPA	0	24,344	24,344	24,344.00		.00	.00	100.0%
TOTAL Information Technology	253,416	61,000	314,416	60,944.37		59,962.50	193,509.13	38.5%
TOTAL Capital Fund	253,416	61,000	314,416	60,944.37		59,962.50	193,509.13	38.5%
TOTAL EXPENSES	253,416	61,000	314,416	60,944.37		59,962.50	193,509.13	

FOR 2025 05								
	ORIGINAL	TRANFRS/	REVISED	YTD	ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET				BUDGET	USE//COL
GRAND TOTAL	253,416	61,000	314,416	60,944.37		59,962.50	193,509.13	38.5%

REFERRED TO:

ITCS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -25

AUTHORIZE REINSTATEMENT OF
DEPUTY DIRECTOR OF
INFORMATION TECHNOLOGY &
COMMUNICATION SERVICES

WHEREAS: Legislative approval is required for any appointment to a Management/Confidential position within Tioga County; and

WHEREAS: The position of Deputy Director of ITCS was vacated on April 4, 2025; and

WHEREAS: The Chief Information Officer has requested the approval from the Personnel Officer to reinstate an individual; and

WHEREAS: Per Tioga County Civil Service Rule XVIII.1 Reinstatements, the Personnel Officer has determined that this reinstatement has met the terms and conditions required of a reinstatement and is for the good of the service; therefore be it

RESOLVED: That the Chief Information Officer is authorized to appoint Brandon Clark as Deputy Director of ITCS at an annual salary of \$91,570 effective May 19, 2025.