



Information Technology – Legislative Committee Meeting

04.07.26

- APPROVAL OF MINUTES
 - 03.03.26 IT Legislative Committee Meeting
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - O365 Shared Services
 - Tyler Tech Clerk's Software
 - Coroners Technology
 - Waverly PD Camera Project
 - Shared Services Catalog Update
- NEW BUSINESS
 - Public Defender Technology
 - Wireless Update
 - DPW HW TV Setup
 - Department Risk Assessments
 - Jail Whiteboard
- PERSONNEL
 - Deputy Director
 - IT Specialist
- RESOLUTIONS
 - D29 – IT Specialist Appointment
- PROCLAMATION

- Review of 2026 Budget and Financial News
A1680 2026 – Year-to-Date Budget Report



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2026 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT	
A General Fund	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	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	.00	.00	-90,000.00	.0%	*
A1680 422280 Data Processing/Pr	0	0	0	-624.00	.00	624.00	100.0%	
A1680 424100 Rental of County O	-5,000	0	-5,000	.00	.00	-5,000.00	.0%	*
A1680 510010 Full time	680,676	0	680,676	104,695.51	.00	575,980.49	15.4%	
A1680 510050 All Other(On call,	0	0	0	2,730.15	.00	-2,730.15	100.0%	*
A1680 540070 Car Maintenance	500	0	500	112.33	.00	387.67	22.5%	
A1680 540140 Contracting Service	52,000	0	52,000	31,379.13	.00	20,620.87	60.3%	
A1680 540140 M7674 Contracting S	0	26,928	26,928	.00	.00	26,928.00	.0%	
A1680 540180 Dues	50	0	50	50.00	.00	.00	100.0%	
A1680 540220 Automobile Fuel	800	0	800	80.73	.00	719.27	10.1%	
A1680 540320 Leased/Service Equ	5,500	0	5,500	.00	.00	5,500.00	.0%	
A1680 540350 Office Equip Maint	19,553	0	19,553	.00	.00	19,553.08	.0%	
A1680 540420 Office Supplies	1,500	0	1,500	738.73	.00	761.27	49.2%	
A1680 540485 Printing/Paper	1,000	0	1,000	13.25	.00	986.75	1.3%	
A1680 540620 Software Expense	322,522	0	322,522	81,481.73	26,393.48	214,646.42	33.4%	
A1680 540640 Supplies (Not offi	4,500	0	4,500	104.48	.00	4,395.52	2.3%	
A1680 540640 SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%	
A1680 540660 Telephone	72,500	0	72,500	28,379.96	.00	44,120.04	39.1%	
A1680 540661 Telephone Maintena	3,296	0	3,296	1,013.64	1,038.64	1,243.72	62.3%	
A1680 540733 Training/All Other	5,000	0	5,000	452.15	.00	4,547.85	9.0%	
A1680 581088 State Retirement F	97,384	0	97,384	12,872.44	.00	84,511.56	13.2%	
A1680 583088 Social Security Fr	52,292	0	52,292	8,180.16	.00	44,111.84	15.6%	
A1680 584088 workers Compensati	12,332	0	12,332	2,085.16	.00	10,246.84	16.3%	
A1680 585588 Disability Insuran	590	0	590	97.68	.00	492.32	16.6%	
A1680 586088 Health Insurance F	194,993	0	194,993	35,639.18	.00	159,353.82	18.3%	
A1680 588988 Eap Fringe	158	0	158	25.96	.00	132.04	16.4%	
TOTAL Information Technology	1,224,574	26,928	1,251,502	309,508.37	27,432.12	914,561.22	26.9%	
TOTAL General Fund	1,224,574	26,928	1,251,502	309,508.37	27,432.12	914,561.22	26.9%	
TOTAL REVENUES	-305,072	0	-305,072	-624.00	.00	-304,448.00		
TOTAL EXPENSES	1,529,646	26,928	1,556,574	310,132.37	27,432.12	1,219,009.22		

- H1680 2026 – Year-to-Date Capital Budget Report



Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2026 12							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
H Capital Fund	APPROP	ADJUSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
H1680 Information Technology							
H1680 520270 Telephone Equipmen	6,750	0	6,750	.00	.00	6,750.00	.0%
H1680 520620 Software Expense	1,500	0	1,500	828.31	.00	671.69	55.2%
H1680 520620 M7674 Software Expe	0	15,656	15,656	.00	.00	15,656.00	.0%
H1680 521090 Computer	120,400	0	120,400	5,647.63	.00	114,752.37	4.7%
TOTAL Information Technology	128,650	15,656	144,306	6,475.94	.00	137,830.06	4.5%
TOTAL Capital Fund	128,650	15,656	144,306	6,475.94	.00	137,830.06	4.5%
TOTAL EXPENSES	128,650	15,656	144,306	6,475.94	.00	137,830.06	

Information Technology – Legislative Committee Meeting

03.03.26

Attendance Legislators: Tracy Monell, Jake Brown, Jo Ellen Rose, Ray Bunce, William Standing, and Andrew Aronstam.

Staff: Jackson Bailey (County Administrator), Brandon Clark (Chief Information Officer)
Cathy Haskell (Legislative Clerk), Heather Canfield (Office Specialist II)

- APPROVAL OF MINUTES
 - 2.03.26 IT Legislative Committee Meeting
 - Approval of 2.03.26, Information Technology Committee Minutes: Legislator Ray Bunce made the motion, seconded by Legislator William Standing to approve the 2.03.26, Information Technology Committee Minutes as written. Motion carried
- FINANCIAL
 - Review of Budget Status and Financial News
- OLD BUSINESS
 - O365 Shared Services Licenses Update
 - Chief Information Officer Clark reported that the project is nearing completion, with one municipality remaining.
 - The Village of Owego is the final shared service entity scheduled for conversion to Office 365.
 - Windows 11 Update
 - The ITCS Department reported that the Windows 11 upgrade project is now fully completed.
 - The department successfully upgraded more than 711 computers during 2025 and the first quarter of 2026 to ensure compliance with Microsoft's end-of-life requirements for Windows 10.
 - Server Room HVAC
 - The server room HVAC system has been fully repaired by StarkTech.
 - The ITCS Department is awaiting an additional quote to move forward with a local vendor to maintain the equipment.
 - 56 Main HVAC

- Wiring has been completed by the ITCS department to adhere to new controllers.
 - ITCS department is currently displaced to allow the project to move forward in the ITCS office.
 - Radio Training
 - The ITCS Department will be working with Emergency Management, in coordination with Motorola, to assist with the setup for training on the new radio systems.
 - ITCS will also participate in the technical portion of the training in April to provide additional support as needed.
 - Tyler Credit Card Systems
 - The ITCS Department, in coordination with Buildings and Grounds, has completed the wiring for the new credit card systems.
 - Configuration of the systems is expected to be completed in the coming weeks.
- NEW BUSINESS
 - ITCS Remote access
 - ITCS presented to the Legislature the list of staff members requiring remote access.
 - Social Media Software
 - CIO and County Administrator presented the idea of a software platform to maintain county wide social media
 - The Committee expressed interest in ITCS and Administration to move forward in finding a platform.
 - LYNX Warranty
 - The ITCS Department has received the invoice for the 2026 NetApp systems warranty. This year's warranty cost is approximately \$6,000 less than last year's.
 - 2026 Certificate Upgrades
 - The ITCS department has started and completed the 2026 certificate upgrades for all service platforms.
 - EOC Upgrade
 - The ITCS Department and Emergency Operations have begun evaluating the current capabilities of the Emergency Operations Center. CIO Brandon Clark reported that much of the existing equipment is outdated and requires a refresh. He also noted that the current setup does not adequately support outside users who need to utilize the space.

- The ITCS department will work with Emergency Management operations to come up with a 2027 capital project to upgrade the space.
- Shared Calendars
 - In preparation for migrating away from Exchange On-Premises, the ITCS department is moving forward with the final phase of our transition to O365. This includes the migration of all shared and resource calendars to ensure a fully cloud-based environment.
- PERSONNEL
 - Deputy Director
 - Network Administrator
 - IT Specialist
- RESOLUTIONS
 - C06 - IT Specialist
 - C07 - CrowdStrike
 - C08 - Copier Purchase Agreement for Legislative Office
 - C09 - Accept State and Local Cybersecurity Grant Program MFA Hardware Tokens
 - C36 – Authorization to Proceed with Catalog of Service and Master Service Agreement for Shared Services 2026
- PROCLAMATION

REFERRED TO:

ITCS COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -26

AUTHORIZATION FOR APPOINTMENT OF
IT SUPPORT SPECIALIST FOR
INFORMATION TECHNOLOGY &
COMMUNICATION SERVICES

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

WHEREAS: The Chief Information Officer has identified a qualified candidate to fill the IT Support Specialist position, with responsibilities consistent with the vacancy posting including Tier 2 support, system maintenance, network assistance, and participation in cybersecurity and administrative functions; and

WHEREAS: The salary range for said position has been identified as \$50,487 to \$60,487; and

WHEREAS: The Department further recommends the promotion of Software Support Liaison Joseph Monroe, who has consistently demonstrated exceptional technical proficiency, professionalism, and dedication to county operations; and

WHEREAS: Mr. Monroe has repeatedly exceeded expectations of his current role, providing advanced problem solving, supporting mission-critical systems, and serving as a reliable resource to both staff and leadership, thereby strengthening the efficiency and stability of countywide services; therefore be it

RESOLVED: That the Chief Information Officer is authorized to provisionally appoint Joseph Monroe to the title of IT Support Specialist, pending successful completion of civil service examination requirements at an annual Management/Confidential salary of \$50,487 effective April 18, 2026.