



## Information Technology – Legislative Committee Meeting

03.04.25

- APPROVAL OF MINUTES
  - 2.07.25 IT Legislative Committee Meeting
- FINANCIAL
  - Review of Budget Status and Financial News
- OLD BUSINESS
  - Artificial Intelligence Policy Update
- NEW BUSINESS
  - Shared Service Billing
- PERSONNEL
  - Nothing to Report
- RESOLUTIONS
  - Nothing to Report
- PROCLAMATIONS
  - Nothing to Report
- ADJOURNMENT

Present  
 W, Ray, TM,  
 Peter, Brandon,  
 Start 9:30  
 End 10:00  
 Minutes 1st 2nd  
 TM DON  
 Adjourn AL TM  
Additional Topics

Remote Workers  
 David T, Th  
 Ray W  
 Brandon As Needed  
 Charles As Needed  
 Rich F  
 Jeremy M, Th  
 Bryan As Needed



## INFORMATION TECHNOLOGY LEGISLATIVE STANDING COMMITTEE

February 4<sup>th</sup>, 2025, at 9:30 am

### ATTENDANCE:

- Legislators: Tracy Monell, Dennis Mullen, Ron Ciotoli, William Standinger, Martha Sauerbrey, Ray Bunce.
  - Staff: Jeremy Loveland, CIO; Brandon Clark, Deputy Director of ITCS
  - Guests: Cathy Haskell, Peter DeWind, Jackson Bailey
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- APPROVAL OF MINUTES: Approval of January 7<sup>th</sup>, 2025, Information Technology Committee Minutes: Legislator Ron Ciotoli made the motion, seconded by Legislator Dennis Mullen to approve the January 7<sup>th</sup>, 2025, Information Technology Committee Minutes as written. Motion carried.
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- FINANCIAL
    - Review of budget status and financial news
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- OLD BUSINESS
    - New York State Digital Orthoimagery Program (NYSDOP)
      - An explanation was provided to the committee that the Chief Information Officer does not recommend moving forward with the offer from NYS to increase the resolution on the Digital Orthoimagery. The committee agreed.
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- NEW BUSINESS
    - Artificial Intelligence Policy Discussion
      - Several members of the committee expressed the need for drafting an Artificial Intelligence policy. The Chief Information Officer and Deputy Director of ITCS discussed the plans which were already in motion to draft a policy that aligns with NIST's AI Risk Management Framework. A draft will be presented to the committee after sufficient review and analysis is completed.

- PERSONNEL
  - Nothing to Report
- RESOLUTIONS/PROCLAMATIONS
  - B44 – AUTHORIZE AGREEMENT WITH CREDIBLEMIND FOR SOFTWARE APPLICATION – PUBLIC HEALTH
  - B50 – AUTHORIZE AGREEMENT WITH SOUTHERN TIER NETWORK FOR VILLAGE OF WAVERLY CIRCUITS
  - B52 – AUTHORIZE AGREEMENT WITH SCHNEIDGER GEOSPATIAL FOR IMAGEMATE ONLINE SUBSCRIPTION
- ADJOURNMENT
  - Legislator Monell motioned to adjourn at 9:50 a.m., seconded by Legislator Monell.

DRAFT

# Review of 2025 Budget and Financial News

## A1680 – Year-to-Date Budget Report

FOR 2025 03							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
A General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
<b>A1680 Information Technology</b>							
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	9,678.40	.00	-99,678.40	-10.8%
A1680 422280 Data Processing/Pr	0	0	0	-379.50	.00	379.50	100.0%
A1680 424100 Rental Of County O	-5,000	0	-5,000	-5,650.08	.00	650.08	113.0%
A1680 510010 Full Time	658,387	0	658,387	66,721.77	.00	591,665.23	10.1%
A1680 540070 Car Maintenance	500	0	500	.00	.00	500.00	.0%
A1680 540140 Contracting Servic	28,880	21,204	50,084	21,204.00	8,742.27	20,137.73	59.8%
A1680 540180 Dues	50	0	50	.00	.00	50.00	.0%
A1680 540220 Automobile Fuel	800	0	800	112.44	.00	687.56	14.1%
A1680 540320 Leased/Service Equ	5,500	0	5,500	-178.07	182.52	5,495.55	.1%
A1680 540350 Office Equip Maint	25,000	0	25,000	.00	.00	25,000.00	.0%
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	48,843.56	1,431.24	157,065.69	24.2%
A1680 540640 Supplies (Not Offi	4,500	0	4,500	402.38	.00	4,097.62	8.9%
A1680 540640 SSG21 Supplies (Not	2,500	0	2,500	.00	.00	2,500.00	.0%
A1680 540660 Telephone	72,500	0	72,500	-9,047.38	27,491.40	54,055.98	25.4%
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	.00	.00	5,000.00	.0%
A1680 581088 State Retirement F	56,110	0	56,110	8,419.57	.00	47,690.43	15.0%
A1680 583088 Social Security Fr	43,252	0	43,252	6,832.43	.00	36,419.57	15.8%
A1680 584088 Workers Compensati	9,560	0	9,560	1,611.72	.00	7,948.28	16.9%
A1680 585588 Disability Insuran	544	0	544	79.92	.00	464.08	14.7%
A1680 586088 Health Insurance F	125,301	0	125,301	31,323.88	.00	93,977.12	25.0%
A1680 588988 Eap Fringe	128	0	128	21.24	.00	106.76	16.6%
<b>TOTAL Information Technology</b>	<b>967,780</b>	<b>0</b>	<b>967,780</b>	<b>180,073.06</b>	<b>37,847.43</b>	<b>749,860.00</b>	<b>22.5%</b>
<b>TOTAL General Fund</b>	<b>967,780</b>	<b>0</b>	<b>967,780</b>	<b>180,073.06</b>	<b>37,847.43</b>	<b>749,860.00</b>	<b>22.5%</b>
<b>TOTAL REVENUES</b>	<b>-305,072</b>	<b>0</b>	<b>-305,072</b>	<b>3,648.82</b>	<b>.00</b>	<b>-308,720.82</b>	
<b>TOTAL EXPENSES</b>	<b>1,272,852</b>	<b>0</b>	<b>1,272,852</b>	<b>176,424.24</b>	<b>37,847.43</b>	<b>1,058,580.82</b>	

FOR 2025 03							
	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
<b>GRAND TOTAL</b>	<b>967,780</b>	<b>0</b>	<b>967,780</b>	<b>180,073.06</b>	<b>37,847.43</b>	<b>749,860.00</b>	<b>22.5%</b>

# H1680 – Year-to-Date Capital Budget Report

FOR 2025 03							
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
H Capital Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
<b>H1680 Information Technology</b>							
H1680 520270 Telephone Equipmen	6,666	0	6,666	.00	.00	6,666.00	.0%
H1680 520620 Software Expense	121,250	0	121,250	.00	39,073.23	82,176.77	32.2%
H1680 520620 M7674 Software Expe	0	40,000	40,000	.00	.00	40,000.00	.0%
H1680 521090 Computer	125,500	0	125,500	838.95	32,139.45	92,521.60	26.3%
<b>TOTAL Information Technology</b>	<b>253,416</b>	<b>40,000</b>	<b>293,416</b>	<b>838.95</b>	<b>71,212.68</b>	<b>221,364.37</b>	<b>24.6%</b>
<b>TOTAL Capital Fund</b>	<b>253,416</b>	<b>40,000</b>	<b>293,416</b>	<b>838.95</b>	<b>71,212.68</b>	<b>221,364.37</b>	<b>24.6%</b>
<b>TOTAL EXPENSES</b>	<b>253,416</b>	<b>40,000</b>	<b>293,416</b>	<b>838.95</b>	<b>71,212.68</b>	<b>221,364.37</b>	

FOR 2025 03							
	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL
<b>GRAND TOTAL</b>	<b>253,416</b>	<b>40,000</b>	<b>293,416</b>	<b>838.95</b>	<b>71,212.68</b>	<b>221,364.37</b>	<b>24.6%</b>