

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
MARCH 10, 2020

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: O'Brien, Clary, Hicks, Hogan, Griffith

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: Fedler, Ferguson

SUPERVISORS: Hall, Shaw, Skellie

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Teri McNall, CIO Information Technology

Al Nolette, County Treasurer

Chris DeBolt, County Administrator

Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – February 11, 2020
3. County Attorney
 - A. Cyber Security Report
4. Information Technology
 - A. Projects Update
5. Other Business
6. Adjournment

Chairman O'Brien called the meeting to order at 11:03 A.M.

A motion to accept the minutes of the February 11, 2020 meeting was moved by Mrs. Clary, seconded by Mr. Griffith and adopted.

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

- Cyber Security Report – Distributed cyber security reports for January and February 2020, handout attached. Office has been involved in Coronavirus matter due to all sorts of internet concerns/scams and have added a tag to the County's Coronavirus webpage indicating that this is the correct site for the real information on the virus. The threat level is going up and getting more valid referrals from employees. Employees are detecting and reporting the suspicious emails; raising our awareness at the County. Washington County is one of the first counties to have a Cyber Security Officer position. The Treasurer thanked the County Attorney and staff and Board for funding this position and finds it very helpful with the electronic business he conducts; huge risk. The Chief Information Officer, Information Technology (IT CIO) also thanked the Board for the investment in the Cyber Security Officer position and stated it is so important. Regarding email threats, the IT CIO also emphasized the importance of multifactor authentication (MFA). The IT CIO plans to work with the Cyber Security Officer and County Attorney on some other interesting reports to present to the committee next month.

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

- Projects Update, handout attached. Currently a lot of large projects taking a lot of effort to complete and mostly on track. Struggling with current CAD vendor who is very busy and and will talk more about at Public Safety Committee. This is a very frustrating situation.

OTHER BUSINESS: The County Administrator stated as they have developed the five-year Capital Plan, the three main departments were Public Works, Buildings and Grounds and Information Technology. It has been discussed putting the IT items in their operating budget

rather than in the Capital Plan and possibly Public Works after they get through three or five years of the plan. IT had two projects for 2020 in the Capital Plan: Cradle Point replacement \$55,000 already allocated and camera system replacements/updates \$66,000. The County Administrator stated the Budget Officer would like to know if the committee is interested in moving the \$66,000 for camera system replacements/updates to the Information Technology operating budget in the General Fund and take it out of the Capital Plan. Would need to use Contingency or Fund Balance to fund this project through the General Fund. This project would be completed in 2020 and probably would use General Fund fund balance because \$66,000 would be a big hit to the Contingency account. The \$66,000 left in the Capital Plan could be used for the engineering needs for Buildings and Grounds projects. The Budget Officer stated he would like Information Technology projects for 2020 out of the Capital Plan and into IT's operating budget. The Treasurer would like to continue to see Information Technology's needs in the Capital Plan for strategic planning purposes but not necessarily funded in the Capital Plan but funded through the General Fund. A motion to move request to amend budget to fund Information Technology's 2020 camera system replacements/updates project out of General Fund fund balance to the Finance Committee for consideration was moved by Mr. Hicks, seconded by Mrs. Clary and adopted.

A motion to adjourn was moved by Mr. Griffith, seconded by Mrs. Clary and adopted. The meeting adjourned at 11:23 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors



WASHINGTON COUNTY ATTORNEY'S OFFICE

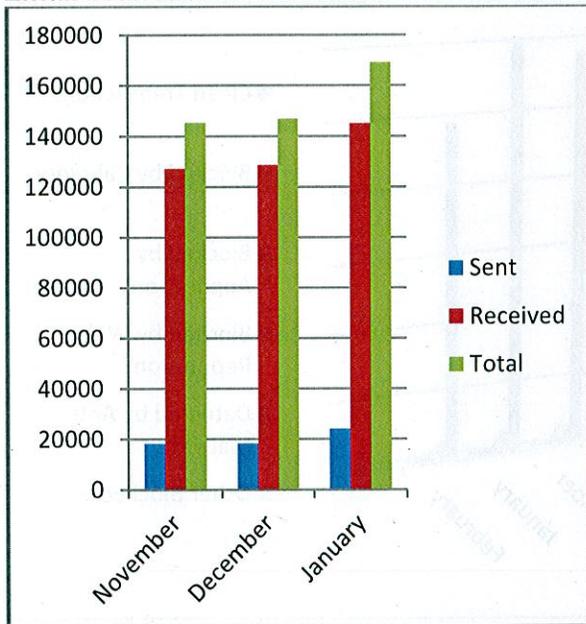
County Cyber Security Office

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

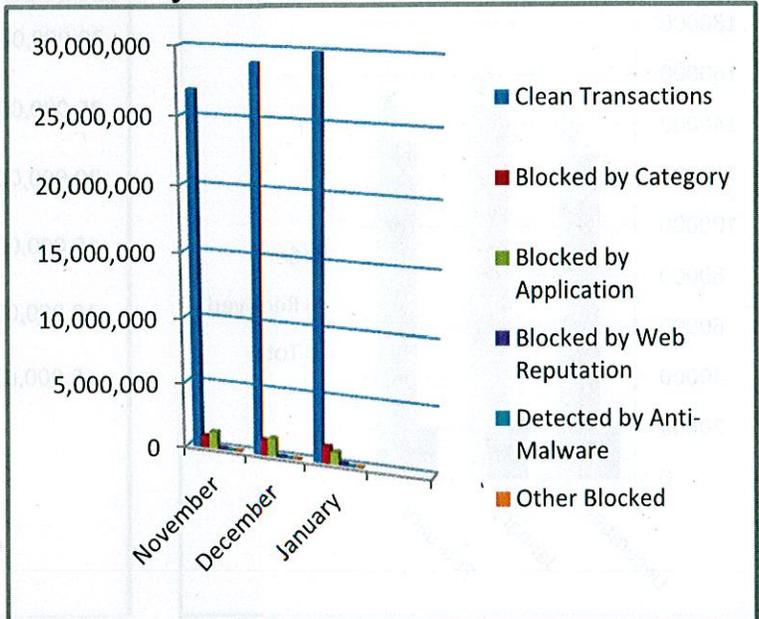
Karen R Pratt
Cyber Security Officer

Cyber Report 1/1/2020 - 1/31/2020

Email Transaction Statistics



Web Activity Statistics



- Approximately 169,201 email transactions (↑ 22 k from December)
- 29.9 million (92.6 %) clean internet transactions (↑ 900 k from December)
- 2.4 million (7.4 %) suspect (↓ 300 k from December)
 - 1.3 M (53.2 %) blocked by category
 - 972.3 k (40.6 %) blocked by application
 - 128.9 k (5.4 %) blocked by web reputation
 - 423 detected by anti-malware
 - 18.4 k (0.8 %) other blocked (such as unnamed malware)

Incident/Remediation Efforts:

- Received 28 general advisories/vulnerabilities/security updates. Reviewed, distributed and remediated where necessary.
- Received 6 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 20 inquiries of e-mail or other containing information or links that elevated suspicion.
- Researched and discussed 26 alerts of abnormal file behavior within organization.



WASHINGTON COUNTY ATTORNEY'S OFFICE

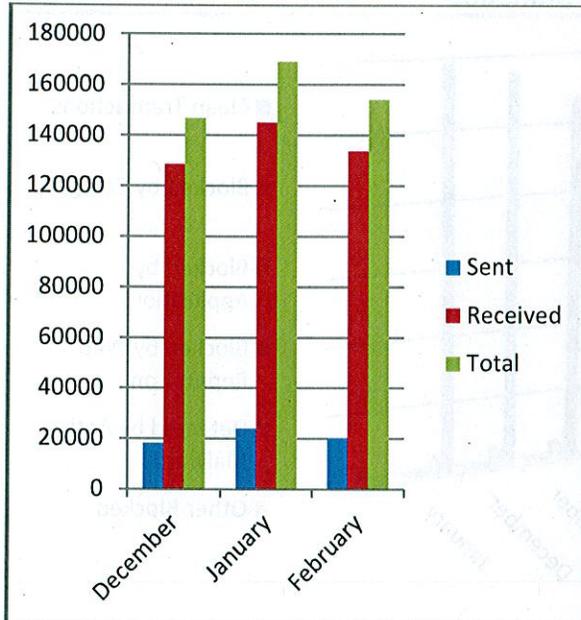
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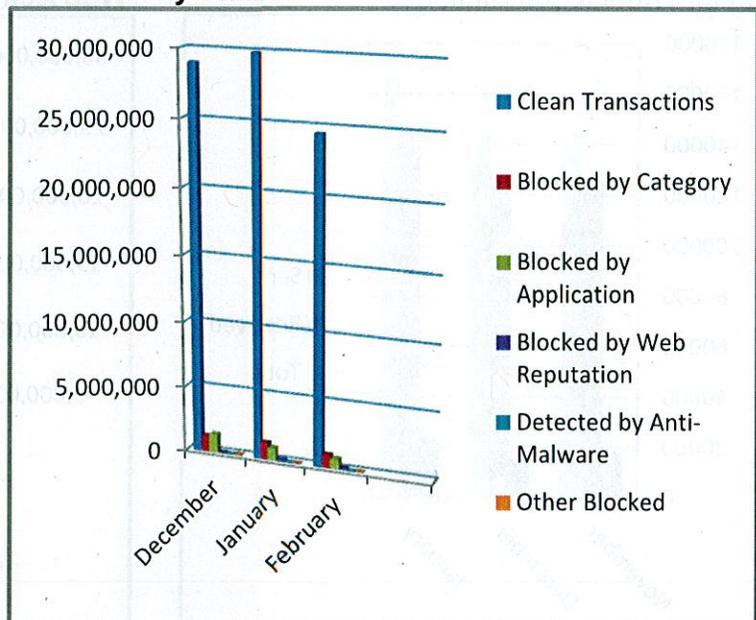
Karen R Pratt
Cyber Security Officer

Cyber Report 2/1/2020 – 2/29/2020

Email Transaction Statistics



Web Activity Statistics



- Approximately 154,146 email transactions (↓ 15 k from January)
- 24.5 million (92.6 %) clean internet transactions (↓ 5.4 M from January)
- 1.9 million (7.4 %) suspect (↓ 500 k from January)
 - 1.0 M (52.1 %) blocked by category
 - 765.9 k (39.3 %) blocked by application
 - 143.2 k (7.3 %) blocked by web reputation
 - 381 detected by anti-malware
 - 24.5 k (1.3 %) other blocked (such as unnamed malware)

Incident/Remediation Efforts:

- Received 26 general 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 21 inquiries of e-mail or other containing information or links that elevated suspicion.
- Researched and discussed 17 alerts of abnormal file behavior within organization.

On Time			Later than expected	OverDue			
Start Date	Goal	Status	Item	Description	Dept	Complete	Latest Activity
10/19	2/20	In Process	windows 10 deployment	All computer up to windows 10 OS	All	90%	Upgrading pcs that are compatible, replacing those that are not
3/19	12/19	pending complete	DPW truck communication	Communication of Trucks through wifi	DPW	98%	completing final documentation
11/18	6/20	In Process	Timekeeping software upgrade	Upgrade of time keeping software and move to cloud	All	80%	working on data mapping and clock testing/installation
12/19	5/20	In Process	MDM solution deployment	MDM solution to manage mobile devices	All	20%	Kicking off project
1/20	5/20	In Process	Cloud DR Solution	DR Cloud solution deployment	All	35%	Configuring servers
1/20	4/20	In Process	Firewall	New Firewalls	All	25%	Firewall is installed onsite parallel to existing, configuration in process
10/19	2/20	In Process	CAD/Axon Integration	auto mapping integration	Sheriff	50%	waiting on cad vendor