

INFORMATION TECHNOLOGY COMMITTEE MEETING MINUTES
AUGUST 11, 2020

INFORMATION TECHNOLOGY COMMITTEE MEMBERS PRESENT: Griffith, Clary, Hicks, Hogan, Ferguson, Ward

INFORMATION TECHNOLOGY COMMITTEE MEMBERS ABSENT: Fedler

SUPERVISORS: Hall, Henke, Losaw, O'Brien, Campbell, Skellie

Debra Prehoda, Clerk of the Board

Al Nolette, County Treasurer

Roger Wickes, County Attorney

Chris DeBolt, County Administrator

Teri McNall, CIO Information Technology

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – July 7, 2020
3. County Attorney
 - A. Cyber Security Report
4. Information Technology
 - A. Projects Updates
 - B. Laptops for Supervisors
5. Other Business
6. Adjournment

Chairman Griffith called the meeting to order at 10:24 A.M.

A motion to accept the minutes of the July 7, 2020 meeting was moved by Mrs. Clary, seconded by Mr. Ward and adopted.

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

- Cyber Security Report – Internet and email transactions are both down. On any given week, we see an average of 345 attempts to login to our email accounts from outside the United States. Cyber security threats are out there. They are participating in a Board of Elections grant for monitoring threats; voting machines are not connected to the internet. Employees should contact the Cyber Security Officer about any suspicious emails received.

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

- Projects Updates, handout attached.
 - This past month they have been working on a lot on backlog items; COVID laptops and Board of Elections.
 - Completed all of the time clock installs.
 - The other projects on the list are still moving forward:
 - Windows 10 deployment should be complete by the next meeting.
 - Kronos timekeeping upgrade targeting to go live October 1st.
 - Phase 2 Firewall in process separating the server networks.
 - Financial apps server upgrade in process; just getting that one started.
 - DR Solution – ironing out final details.
 - Mobile device management project has not kicked off yet; waiting to finish a few backlog items first.
 - Phase 3 of firewall needs phase 2 completed first.

OTHER BUSINESS: The County Administrator at a recent department head meeting mentioned doing an informal after action report on how we did during the initial COVID shutdown and the transition to an ad hoc remote work environment. Over the next month or so, he plans to work with the IT CIO and Budget Officer on a packet of suggestions of potential investments and will report back to the committee/board.

A motion to adjourn was moved by Mr. Hicks, seconded by Mrs. Clary and adopted. The meeting adjourned at 10:41 A.M.

Debra Prehoda, Clerk
Washington County Board of Supervisors

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	95%	Upgrading pcs that are compatible, replacing those that are not
11/18	6/20	In Process	Timekeeping software upgrade	Upgrade of time keeping software and move to cloud	All	80%	Clock install complete, completing configuration
5/20	10/20	In Process	Firewall phase 2	Server Networks	All	60%	In process
6/20	10/20	In Process	Financial apps server upgrade	Upgrade server	All	10%	In process
1/20	8/20	pending complete	Cloud DR Solution	DR Cloud solution deployment	All	98%	Making final configuration adjustments
12/19	12/20	on hold	MDM solution deployment	MDM solution to manage mobile devices	All	20%	Kicking off project
8/20	12/20	not yet started	Firewall phase 3	Full Segmentation	All	0%	pending phase 2
4/20	8/20	complete	time clocks	install new time clocks	All	100%	complete