

**Herkimer County Legislature
Committee on Information Services
Committee Meeting
Friday, March 5, 2021
Via Zoom
Follows County Planning & Development**

Persons Attending:

Robert J. Schrader (Chairman, Information Services)
Kurt J. Ackerman (Information Services committee member)
William Keeler, Sr. (Information Services committee member)
Peter F. Manno (Information Services committee member)
Ray Donley (Information Services committee member)
John L. Brezinski (Information Services committee member)
Vincent J. Bono (Chairman of the Legislature)
Steve Billings, Personnel Officer
Brandy Serow, Sec. to Co. Administrator
Lorraine Lewandrowski, County Attorney
Sheri Ferdula, Budget Officer
Kathy Wright, Director of Information Services

(Non Committee Members Signed In)

Legislator Gregory Malta, Sr.
Legislator Mark Gaworecki
Legislator Bob Hollum
Legislator Raymond Johnson
Legislator Raymond Smith
Legislator Peter J. Campione
Legislator Patrick E. Russell
Legislator Frederick J. Shaw, Jr.
Legislator William Weakley

Absent:

N/A

Mr. Schrader called the meeting to order at 9:35 a.m.

Items discussed:

INFORMATION SERVICES:

1. Approve Annual Report of Information Services and Central Printing
2. Other

Committee Vote Record:

INFORMATION SERVICES:

Mr. Schrader: "On the agenda today is the approval of the Annual Report of Information Services and Central Printing. Kathy, can you give us an overview of this?"

Kathy Wright: "The break down on that was we received \$4,507.00 from village tax preparation, \$16,490 from school tax preparation, our normal dealing with the tax service companies. There are three of them at \$1,000 each so that brought in about \$3,000. The preparation of German Flatts water billing was \$100. We had various requests for listings and copies of files of things for Board of Elections so that was \$44.28. Overall, \$24,142.42 which was a decrease from 2019 of about \$687. For Central Printing, we had

a total of \$24,687.05 in revenue. Of that, \$22,032.81 came from within the County, Agencies and \$2,654.24 was from outside Agencies. From 2019 within the County we had an increase of about \$826 and a decrease of the outside Agencies of a little over \$1,500. I just want to let everyone know that in 2020 we did implement a 10% processing fee for outside Agencies to help offset machine costs and things like that. That ended up totaling about \$70 of extra income. That is about all I have. Does anyone have any questions?"

Mr. Schrader: "Kathy, do you think COVID had anything to do with the decrease?"

Kathy Wright: "Definitely on the outside Agencies because we usually do a lot of printing for like the Historical Society when they have fundraisers and things like that and there are a few others like that too. Since they didn't have anything like that going on, it was definitely because of COVID."

Mr. Schrader: "Okay. I just recommend anyone that needs anything printed, they do a great job down there for a reasonable cost. If you need anything printed they do a great job down there. Do I have a motion to approve?"

Item #1 – On motion of Mr. Brezinski, seconded by Mr. Keeler for the Information Services Committee, Item #1 was voted on, approved, and moved for Resolution. Unanimous.

Mr. Schrader: "Anything under other? Kathy can I ask you this, the company we use down in Albany, what did they give us some help on? The Cyber Security?"

Kathy Wright: "Yes, for two years in a row they have helped us with preparing the Cyber Security grants that are available through the State. The first year we did not get approved for the grant but last year we did for \$49,000 and we purchased KnowBe4 software that we are using to help with training for people to learn what to look for as far as SPAM and the hackers coming in with your email and things like that. Trying to train people not to click on bad emails, attachments and things like that. I think you have all seen you will get these funny emails now and then and then there was the training that we had a few months ago where you had the two classes. It was a training and a little test at the end of it. So that was the software that we purchased with that grant."

Mr. Schrader: "Okay. I think that we spoke that you were trying to utilize it again this year Kathy, correct?"

Kathy Wright: "Yes. They just helped us back in January, it was due in the beginning of January, for another Cyber Security grant. We haven't heard yet. I don't know when we will hear anything for that. It usually takes quite a few months but if we are approved for that it is between \$40,000 and \$50,000 also. Because we have switches and things that are getting to be end of life later this year and if we could get money from that grant to purchase them that would be great."

Mr. Schrader: "Okay. Keep us up to date on that Kathy. Anything else under other? Can I get a motion to adjourn?"

Item #2 – N/A.

At 9:42 a.m., on motion of Mr. Brezinski, seconded by Mr. Keeler, the Information Services committee adjourned.