

## WARREN COUNTY BOARD OF SUPERVISORS

**COMMITTEE: SUPPORT SERVICES - INFORMATION TECHNOLOGY**

**DATE: JANUARY 23, 2014**

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<b>COMMITTEE MEMBERS PRESENT:</b>	<b>OTHERS PRESENT:</b>
Supervisors Taylor	PAUL DUSEK, COUNTY ADMINISTRATOR
McDevitt	JOAN SADY, CLERK OF THE BOARD
Frasier	FRANK THOMAS, BUDGET OFFICER
Vanselow	SUPERVISOR CONOVER
Wood	DON LEHMAN, <i>THE POST STAR</i>
Brock	SAMANTHA HOGAN, LEGISLATIVE OFFICE SPECIALIST
Seeber	

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Mr. Taylor called the Support Services Committee meeting to order at 10:46 a.m.

Motion was made by Mr. McDevitt, seconded by Mrs. Wood and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Mr. Taylor began the meeting by welcoming Supervisors Seeber and Brock to the Support Services Committee and explained that the Committee had a diverse agenda at times due to the many different departments they oversaw.

Because the Information Technology (IT) Director position was currently vacant, privilege of the floor was extended to Paul Dusek, County Administrator, to provide an update on the status of the IT Director position. Copies of the Agenda were distributed to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Agenda review with Item 1, Mr. Dusek presented a request to amend the existing contract with Time Warner Cable to increase the internet bandwidth from 5 MB to 10 MB. Mr. Dusek explained this was something that needed to be done from time to time to allow support additional programs, as well as to increase speed. He advised the contract cost would increase from \$630.00/month to \$906.00/month and he noted that the increase was included, in the 2014 Budget.

Motion was made by Mr. Vanselow, seconded by Mrs. Wood and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the February 21, 2014 Board meeting. A copy of the resolution request form is on file with the minutes.

Agenda Item 2, Mr. Taylor said, included a request for a transfer funds in the amount of \$6,000 to allocate additional funds for the contract with the web developer and he asked Mr. Dusek to explain the request further. Mr. Dusek stated that the IT staff had included a full time web developer position last year and the person in that position had moved to California, continuing to provide web services on a contractual basis. He added he did not believe this would be a long term situation, but in light of the experience of the prior employee had felt that continuing the contract was in the best interest of the County.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the request for a transfer of funds, as outlined above, and to refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Proceeding to Agenda Item 3, Mr. Dusek presented a request to amend Resolution No. 732 of 2013 to extend the period of employment to not to exceed ninety (90) days. He explained that the Support Services Committee had initially authorized the hiring of a part time temporary IT worker

for sixty (60) days; however he added, during conversations with the IT staff, they had found that due to the amount of work that needed to be done, and with the lack of an IT Director, an additional thirty (30) days would help with the work load of that department. He concluded that funding for the additional work days was already available within the existing budget.

Mr. Vanselow asked Mr. Dusek if this was a result of the Windows XP purge and Mr. Dusek replied affirmatively, noting the work was coming along very well and although the IT Department may need to put in some overtime to complete the task, and he anticipated that it would be finished in a timely manner. Mr. Vanselow questioned whether the thirty (30) day extension was enough time, and Mr. Dusek replied that he felt it was.

Motion was made by Mrs. Frasier, seconded by Mrs. Wood and carried unanimously to approve the request to amend Resolution No. 732 of 2013, as outlined above, and to refer same to the Personnel Committee. *A copy of the request is on file with the minutes.*

Concluding the Agenda review, Mr. Dusek requested an executive session in order to discuss matters leading to the appointment of a particular person. Motion was made by Mrs. Wood, seconded by Mr. McDevitt and carried unanimously to enter into an executive session pursuant to Section 105 (f) of Public Officers Law.

Executive Session was held from 10:53 a.m. to 11:22 a.m.

Upon reconvening, Mr. Taylor announced no action had been taken during the executive session.

There being no further business to come before the Support Services Committee, on motion by Mrs. Wood and seconded by Mrs. Frasier, Mr. Taylor adjourned the meeting at 11:22 a.m.

Respectfully submitted,  
Samantha Hogan, Legislative Office Specialist