

Technology & Resiliency Committee Minutes  
March 25, 2021 – 4:00 p.m.

Present: Chairwoman Gaston ; Committee Members Phil Barrett, Eric Connolly, Joe Grasso, Mike Smith, Matt Veitch; Steve Bulger, Audra Hedden, County Administrator; Michael Hartnett, County Attorney; Eileen Bennett, Information Technology; John Warmt, Purchasing; Charles Fohser, County Clerk.

Chairwoman Gaston called the meeting to order and welcomed all in attendance.

**On a motion made by Mr. Grasso, seconded by Mr. Veitch, the minutes of the January 28, 2021 meeting were approved unanimously.**

Boardroom upgrades update

Mr. Veitch said that meetings were held that included staff from Buildings & Grounds, Board of Supervisors, County Administrator, Purchasing and IT regarding a solution for the boardrooms as well as the main committee room. The goal is to enhance and improve the connection to the public using video and using better audio. A system that will work with virtual software, allow live streaming, updating projectors and computers. Mr. Warmt said that an RFP has been sent out and approximately 25 vendors have downloaded the documents to date. A pre-bid conference will be held on Tuesday at 10am. Ms. Gaston clarified that this is primarily a tech and AV solution, there are no structural changes involved.

Saratoga County Website update

Ms. Gaston said that this is a discussion on what changes people would like to see on the website, and if these changes can be done relatively easily with the current vendor. Mr. Veitch said that he believes it is more of a refresh and upgrade, portions of the website are now stale since it was initially set up in 2012 or 2013. Mr. Connolly said that the Town of Ballston is currently working with Civic Plus, which is not a cheap product, but provides software that allows for the creation agendas and even meeting minutes in real time. Old agendas and minutes can be uploaded into a searchable document. They have a tool called Civics engage that helps engage the general public in various topics of interest or concerns. Mr. Connolly encouraged the committee to look at this product. Mr. Hartnett said that as part of the refresh, he would ask the committee to take a look at possibly uploading certain documents that are routinely requested via FOIL. As documents such as contracts come in, the County Attorney's office could redact them for proprietary information prior to uploading them to the website, and allow access for the public to search. Ms. Bennett said that there is no limit to storage on the website and this can be done right away. Mr. Bulger questioned the ability of the current website to accept online payments. Ms. Bennett said that some departments have that capability through third party vendors. Mr. Connolly said that he would like improved search ability. Ms. Gaston tasked the Committee with researching the websites of other counties and municipalities and emailing suggestions to her or Ms. Connolly by April 22<sup>nd</sup>. At that point Ms. Gaston can put together a list and send it out to everyone prior to the next committee meeting on April 29<sup>th</sup>. Mr. Hartnett said that the Westchester County website is impressive, it is very usable and has a wealth of information. Ms. Gaston said that IT has done an incredible job of responding to demands and this upgrade is no reflection on that department.

## Resiliency Plan

Ms. Gaston said that documentation regarding developing a resiliency plan from the National Institute of Standards and Technology was provided with the agenda. Step one is forming a collaborative planning team. Ms. Gaston said that currently a lot of committees and departments deal a lot with the issue of resiliency. Ms. Gaston said that the difference between a resiliency plan and an emergency plan is that a resiliency is not looking at how something is reacted to, it's how to minimize the impact of an emergency on government, business or community, and how to recover from it. A discussion took place regarding whether the resiliency plan would be focused broadly on the County as a whole including towns and general population, or whether the scope would be narrower to only include Saratoga County Government. Ms. Gaston said that it seems that the Committee's preference is to focus internally and that she may consider developing an ad hoc committee for the purpose of looking outside of that.

**On a motion made by Mr. Grasso, seconded by Mr. Veitch, the meeting was adjourned unanimously.**

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board