

# TECHNOLOGY & RESILIENCY 9/30/2021

## **SPEAKERS**

Steve Bulger, Tara Gaston, Michael Hartnett, Matt Veitch, Joe Grasso, Chris Dubois, Several Supervisors, Eric Connolly

### **Tara Gaston**

Thank you. Welcome to the September 30th meeting of the Saratoga County Board of Supervisors Technology and Resiliency committee. Attendance has been taken. First item is an approval of the minutes of the July 29th meeting. Is there a motion?

### **Joe Grasso**

So moved.

### **Tara Gaston**

Supervisor Grasso.

### **Matt Veitch**

Second.

### **Tara Gaston**

Second Supervisor Veitch. Any discussion or questions? All in favor say aye.

### **Several Supervisors**

Aye.

### **Tara Gaston**

Any opposed? All right, minutes are approved. The next item on the agenda is a discussion about a renewal agreement with Kilakwa for the County website, I'm sorry, peppermint stuck in my throat. It's my understanding that the Director, the idea is to move forward with that renewal as a minor contract, but I wanted to make sure that this committee had some time to discuss it, or thoughts on it, because I know that we were talking about website changes. But I think given that we're not quite ready to enact a lot of those, and we haven't even fully defined a lot of them that it makes sense to move forward on this. But I'd like to hear from the Administrator. What? Have you received the information about it? Or is that?

### **Steve Bulger**

I don't have it in front of me. I don't recall seeing it, I don't have it. I apologize. Do you? Does IT have any idea what they're looking at? I know Eileen has been dealing with what they're proposing for a minor contract.

**Chris Dubois**

She has a three, it'll be a three year minor contract. Years two and three are optional. So, we don't have to follow through if we do decide to go with a different company and a new website. And the first year would be 1500. Yep, it's very low. It's very low cost hosting services.

**Tara Gaston**

Thank you. So, yeah, I pulled up. Apologies. But I was under the impression that had been provided to you. It's just basically what we're continuing to do. I have a I have a copy here. I mean, essentially, it's all that you said, Would you like it? It's the services that we've...

**Chris Dubois**

It just extends current services it's actually with a company, it's actually called green leaf. Kilakwa associates is merged with this company. So, it's now under the name green leaf. That's the only real difference. But we'd just be carrying on our current state and status as is.

**Tara Gaston**

And I think that's fine especially since year two and three are optional. Because I think at a minimum, we're going to want to change what we're asking from them. And that would necessitate a new contract. Supervisor Veitch.

**Matt Veitch**

Yeah, I guess my only concern with it is that in the past, we've talked about our website for a long time. And I would agree that there are some improvements that could be made to it, potentially, in maybe going with a new hosting. I just don't want it to fall off the radar that we signed a contract for a year, and then we're because we have a year we don't, we don't really do anything with it. I know some years in the past, we've had some of those issues where we, you know, we just went ahead and sign the contract anyway. And then you know, that we didn't continue to work on it, because we just had what we had, and, you know, it was no, there was no sense of urgency to do anything. So just want to make sure that it doesn't fall off the radar. That's all I'm fine with going forward with the contract because we need to have a web hosting. So.

**Tara Gaston**

Absolutely. Do, especially to the big changes in the budget process, which we just dealt with for a couple of hours. It's been difficult to get a lot of the staff and the people together that we need to and that had volunteered to discuss it. So, I think once we start getting out of the depth of the budget process, then I think we definitely need to start changing. I know that the IT director and the department's been looking at some suggestions and we also know that we've talked about the cybersecurity collaborative, and other items that may be able to make some advice and recommendations. Supervisor Grasso, do you have any?

**Joe Grasso**

I'm good.

**Tara Gaston**

Okay, for me, as long as you know, two and three are optional. I'm good to go. County Administrator, do you have any?

**Steve Bulger**

Oh yeah, I would agree. That sounds fine. And I know Christine Rush for my office is focusing on this as well. So, to the points made, this is absolutely not going to fall off the radar. It is a priority, which we know the Supervisors want so and we are looking, as you know, to increase the budget next year to give the county and the supervisors options on what to do with the website.

**Tara Gaston**

Okay, and yes, I talked with Christine earlier, and I'm not sure whether she volunteered or was voluntold by me, I, the details get fuzzy. But to be on that smaller subcommittee that we had, um, it's important that obviously our communications person, be there. Any other comments? Supervisor Connolly, do you have any questions on this one, or comments?

**Eric Connolly**

No, thank you.

**Tara Gaston**

Alright, because it's a minor contract, no vote is required. But it also sounds like everybody's pretty much in support of it, as we are. Okay. The next item we had discussed at the last meeting, the climate smart program, and members of the committee requested that we get some information. Unfortunately, it did not come in as timely as I would like from some the departments, again, probably because departments were trying to figure out our brand new budget process. However, I do you have some information from a number of department heads regarding, you know, the impact. Some of them were more or less theoretical. For instance, you know, the Sewer District could talk about the actual impact of certain policies and whether distribution of certain funds would be useful or not. The Coroner's Office felt that nothing would impact them. I think that's probably true. Planning Department had a lot to say. The County Attorney, I think just cried at the vague hypotheticalness of all of it. But did you know did discuss, you know, the fact that a lot of we're talking about laws and changes and things that maybe have impact, because some of the, some of the responses were so recent, I don't know how useful it would be to discuss all of them. So, what I'm going to do is just compile them in a spreadsheet. Perhaps ping the departments, there are some departments that didn't respond at all. And some that responded very quickly that I didn't expect. So, it's good, it was a good breadth of things. I think, as we discussed earlier in the capital budget, long range capital committee, whatever the name of that committee is, you know, a big concern is about space, and proper use of space, and materials and vehicles and that sort of thing. So, I think that's going to tie in pretty closely. So, I'm going to do the spreadsheet and then I'll send it out to this committee. And then I think, the next meeting that we should consider a formal vote on it, whether we think it or not, I definitely think that there's a lot of interest in it. I also spoke to Commissioner Basil Seggos, who is at DEC, and he said that he would be happy to provide any staffing to answer any questions about the program for us. Would any Supervisors find that of any benefit at our next meeting?

**Joe Grasso**

Yeah, I would.

**Tara Gaston**

Yes, okay. Supervisor Grasso.

**Matt Veitch**

Sure, yeah.

**Tara Gaston**

Okay. Um, so I will request that a representative be here. They can answer more specifically some questions about how the money and the process works. Because I know that that was a big concern for Supervisors. So, we will do that. The next item on the agenda is just the boardroom technology update. Mr. Dubois, I believe that's, you're up. It's just an update on the process, the timeline for the improvements. Um, I know that Supervisor Veitch and I and some of the staff have had the opportunity to play around with a demo display, which the Administrator and the Director of Technology said, we are not allowed to have the Tea service button on the displays, which was in the demo. We were playing around with it. I was telling you about the coffee and the tea service. I think our staff has enough to do.

**Chris Dubois**

No tea service. Okay.

**Tara Gaston**

I think our staff has enough to do. Yeah, that's where you press the button and somebody brings you a cup of tea. You know what, it turns out that jokes are not really funny if no one else gets them. That's what I understand. Oh, oh, yeah, that's it, that's probably it. But um, you know, we've had some opportunity to play with it. And I have to say I appreciate the IT department. There were some concerns that we had about some of the functions and responsiveness and you guys reached out and made sure, part of the problem was a demo, it gets beat up and shipped around a lot. But um, I'd love to hear, you know, where we are when you're looking at it starting?

**Chris Dubois**

It's my understanding the plans and layouts have all been complete. All amendments have been added. And we're on schedule to start after the October board meeting, which I believe is the 21st. The day after. So, they'll start construction then.

**Tara Gaston**

In this room or the committee room?

**Chris Dubois**

This room.

**Tara Gaston**

And it'll be done by our November.

**Chris Dubois**

It is scheduled to be done by the November board room. Yes. Or the November board meeting? Yes.

**Tara Gaston**

Yes, it's gonna be, gonna be a fun time there for a few days. A few weeks. Do either of you, Supervisor Grasso?

**Joe Grasso**

Yeah. Do we the value of the investment? Anybody know the value of the investment?

**Chris Dubois**

I do not have that number.

**Joe Grasso**

Okay. That's alright. Just curious. I don't need it.

**Matt Veitch**

Like what our contract was or?

**Joe Grasso**

Yeah.

**Matt Veitch**

It was like 50 or so. Right?

**Michael Hartnett**

53 for this one,

**Chris Dubois**

I don't have that number off the top my head. Yeah, I can provide it.

**Tara Gaston**

There were \$350,000 appropriated for technology upgrades in last year's budget. This contract, I think it was originally a little under 150. It's been changed a few times to include things that, you know, after further discussion really needed to be included. Or to clarify items. I know the most recent change was a port that allows for presentations to handle, be handled more easily. That's so we're there under half of the appropriation.

**Matt Veitch**

Yeah it was for media connections, right? So, if we're having a press conference here, the, like the TV stations can plug their mic directly into our audio, instead of having to put up an air mic out to grab whatever somebody's saying. So, there's like a, that's I think, that was the last

**Chris Dubois**

I think it's a mult box. They call it a mult box.

**Matt Veitch**

Yeah, yeah. They just plug their mics into it. And then they don't even have to, they hear everything, like as if it was directly into their system, better for the audio to hear what we're saying.

**Tara Gaston**

Yeah, and that amount, so it'll cover individual units for every Supervisor, there are a couple of spares in the event that one goes down. Some concerns that I did talk about, there were some ports on the units themselves, USB ports, USB C, and SD cards, my concern was that because this room, sometimes host functions by members of the public and because we're not in here, all the time, that those ports seem to be secured. And so, director Bennett, they're working on either covering or disabling those altogether. So that data can't be put into them and get onto our network, there's also a switch that will keep it.

**Chris Dubois**

I believe they're gonna disable them on the units is the pathway to take.

**Tara Gaston**

And then that will have presentation screens. The super smart mic will be able to but will not, it doesn't have to turn and look at who's talking. The ability of the Chair to mute people, which I'm sure he looks forward to, after all my comments and long range committee. And then it will also help in the committee room as well, just general connectivity and making sure that people know what's going on.

**Matt Veitch**

I believe it's also going to allow us to live stream to our website, as well as, I'm not sure if it will have interactive interoperability or interactive with any, like meeting software. So, like a zoom meeting or whatever. And then it that changes the way this works like what we're doing right now. It's not a calling situation anymore. People can come in, go into zoom or watch it on the live stream. So, they'll see it like in a different way.

**Chris Dubois**

Yeah, it's a service and then we would connect our different things to that service. I believe it's a cloud service.

**Matt Veitch**

Right. So, that's another part of this is a big improvement over what we're kind of doing right now.

**Tara Gaston**

That's an important and also that when it put IT out to bid, they made sure that it would handle different, it would be open to different forms of software so that we wouldn't be tied to any proprietary software. Administrator do you have?

**Steve Bulger**

Yeah. Do you know, will we have access to this room for board room, the reason I ask that, between after the October board meeting and then November board meeting, we are going to have a budget workshop, there is a special Law and Finance committee meeting specifically for the budget. So, we've got a couple, it's a little bit unusual. It's not the regular schedule during that time. So, would we have access to this room, you know, as the workers or is it really just off limits?

**Chris Dubois**

I don't because of the extent of how much they have to tear apart, and I know they have to add power and some other things, so as long as, my understanding would be, if there's no open power or anything like that it would be available, it just I don't think it would be a comfortable room for everybody to sit in. But I know they have to do some work on the countertops and some other things.

**Matt Veitch**

So, we might be able to figure out a way to, it wouldn't necessarily be in here, and we can talk about that, as far as distancing is concerned. But the other room, we probably could set up in some way so that it would work for the call in and that kind of so we can have meetings in the committee room. I know, it's really small. And I know there's some concern about distance there. But um, so that you can still do everything we're doing now but just in the smaller room. If all these go down, like all that stuff over there still available for us to use, and we can move it into that room, actually, at that point, and use it. So, I know how to hook up all the mics to it.

**Chris Dubois**

And there's alternative rooms, too, there's a public, a large public training room building five, also that you could probably utilize.

**Tara Gaston**

Yeah, I think, um, I know that there was a discussion about that the room would, it was timed, because, for when they start tearing down to when it's complete, it's really not a good idea to have people in here, if no other reason there's going to probably be wires or I can imagine the liability concerns on tripping over power tools and whatnot. I do know that that was discussed with the Clerk and that was part of the reason the timing was set. But I also think that that was maybe originally discussed before it was between October and November. So, I think maybe a good idea is for your office, the Clerk and you know it, I can help, we can look at the schedule, and then we can find, go ahead and maybe look for an alternative location or alternative how we're going to do it because I would hate to push it off another month.

**Steve Bulger**

County Attorney had a great idea. Public Safety building has a couple spaces.

**Tara Gaston**

Yeah, and I think as long as Okay, so maybe that's a good plan. You two can look, County Attorney, you can look at the notice requirements, especially since it's gonna be a different location. We want to make sure to get the notice out in time and then Administrator, can you work with the departments to

make sure, I know, especially because Public Health is doing potentially booster clinics and whatnot. We want to make sure the timing doesn't interfere but um, can you work with them? And I think that's an excellent idea. (inaudible) Any other questions about the upgrade? I'm so excited. They're very cool, even without the tea service. Okay, any other business for anybody? All right. Anybody want to leave?

**Matt Veitch**

Motion to adjourn?

**Tara Gaston**

Second?

**Joe Grasso**

Second.

**Tara Gaston**

All in favor,

**Several Supervisors**

Aye.

**Tara Gaston**

Meeting's adjourned.