

## **Information Technology Departmental Highlights (9/24/09 – 2/19/10)**

### 1) Infrastructure

- a. Migrated data from old servers to new servers –Cty Atty, DPW, PH, Public Safety, OFA, DSS home directories and email
- b. Performed cleanup on Groupwise Mail Server and user mailboxes, educated users on storage
- c. Public Safety - NYSPIN router installation - Allows Positron CAD application to perform DMV plate lookups directly.
- d. Completed installation of new Kronos servers (production and test/train) -anticipated go live April
- e. Continue rollout of URL filter/security solution for URL filter replacement.
- f. Installation of Symantec End Point Protection version 11 (antivirus, malware)
- g. Public Safety - installation of VPN edge box - allows Positron high speed secure support access for 911 center as well as allow real time reporting for first responders via web
- h. Sheriff - build secure tunnel to transport fingerprints electronically – LiveScan, which will be directly imported to Spectrum Justice System (SJS)
- i. Sheriff - SJS Refresh virtual servers web 7.0 for update, in anticipation of DCJS installation of SJS 7.0

### 2) Application Development

- a. Safety Officer - Application to track incidents and injuries for County departments (PV, Sheriff, Sewer District)
- b. Information Technology – Database to track hardware/software contracts, renewal dates, terms
- c. Public Safety – Database to create reports on calls responded to and to distribute those reports per agency through the Washington County web site.
- d. Town of Hartford – Application for the highway garage, track vehicles, maintenance, fuel deliveries
- e. Sewer District – Application to track Information on Equipment and scheduled maintenance.
- f. Civil Service – Application to calculate wages paid to an employee for worker’s compensation.
- g. Sheriff – Application to track payment to hospitals.

### 3) Application Support

- a. Board of Elections – Continue to add functions to the Election Night program to help board fill information requests from the public for candidate information
- b. Public Works & Buildings and Grounds - Updated Payroll Apps to automate January increments/longevity pay increases, new accruals for newly hired non-union employees
- c. Public Works – Improved Garage App to link parts in inventory to appropriation accounts.
- d. Youth Bureau/Alternative Sentencing – Changed the Values Improvement program to include tracking for the Alive @ 25 Program now being offered.
- e. Youth Bureau/Alternative Sentencing - Updating Alcohol and Substance Abuse App to auto-generate letters to clients, referral source and judges, new sections to Day Reporting Program
- f. Civil Service – Further enhancement of Applicant Tracking
- g. Provide continues support for IFM, IFM Budgeting, IFM Purchasing, IFM Vouchering, NWS Payroll, TCS, Tax Receiving System (Towns) and Civil Applications.
- h. Public Health – Modify Rabies Application input form
- i. Code Enforcement – add fields pertinent to Department of State changes in reporting requirements
- j. Code Enforcement/Treasurer/Public Safety – provide extracts of information for FOIL requests or other system imports
- k. Real Property/Treasurer/Towns - Print bills and receipts and create TRS diskettes for laser tax bill processing.
- l. Treasurer – Upgrade and Test new releases of NWS application
- m. Public Health – multiple (eight) version updates to Encore Clinical, Financial and related modules and interfaces.

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- n. All Departments – Time and Attendance – updates related to benefit changes as of 10/1/2009. This required building new date patterns, fixed and earned grants, carryover limits, earning limits, taking limits, and calculated accrual rules and holiday table restrictions. Updates to rules for emps change hours worked per day as of 2010.
  - o. Administration/Purchasing – modified reporting sort
  - p. Sheriff – Modified Road Patrol Schedule Application notes section, Modified Juvenile Application to add new search screens for persons information.
  - q. Sewer District – Modified Billing Application for year end processing
  - r. Public Health/Hospice – Modified Tracking Application to include donation screens
  - s. Social Services – Modified Fraud database to account for work flow, new reporting features to include on demand printing. Modified Window program for DOB for confidentiality and year end processing
- 4) Hardware Install and Support
- a. Maintain and Troubleshoot Hardware and Software for 500 plus (pcs and printers) units throughout the county
  - b. Maintain switches, routers throughout county
  - c. Clean several workstations of malware and virus
  - d. Installed and maintained 19 new notebook units for EOC/VITA
  - e. Installed 10 new notebook units Public Health, reassignment/data transfer/cleanup of old
  - f. Support time clocks in field – identify problem areas with respect to connectivity
  - g. Continue upgrading and testing of NWS payroll software as new releases became available
- 5) Communication and Training
- a. Further enhancement of co.washington.ny.us site.
    - i. Board of Supervisors/ Administration to include Budget, Tentative and Official
    - ii. Treasurer – New Site
    - iii. Public Health - New for Community Assessment, Updates related to H1N1 and Seasonal Flu information including flu clinic schedule
    - iv. Real Property – Multiple updates and revision to site
    - v. Board of Elections – General Election Results
    - vi. Planning – Land Use Analysis
    - vii. County Clerk – 2010 County/Town/Village Directory
    - viii. Youth Bureau – Mentoring Newsletter
    - ix. Civil Service – Job Postings
  - b. Further enhancement of COWNET/WASHPORTAL (Intranet) site
    - i. Memo Postings
    - ii. Wellness Information and Survey
    - iii. Safety Postings
    - iv. Policy Updates
    - v. County Handbook Updates
    - vi. EAP
    - vii. Violence in the Workplace
    - viii. Cyber Security
  - c. Continued updates on Broadband Initiatives
  - d. Setup and attend webinars on changes due out in new upcoming releases of applications.
  - e. Continued review, research and follow up from Committee Meetings
  - f. Continued communications with NYS departments related to projects with local impact

**\*\*\*NOTICE\*\*\***

**WASHINGTON COUNTY  
RESIDENTS**

**Keep your tax money in our county!**

Your local Department of Motor Vehicles can still process your mail-in renewals, and receive 12.7% retention fee for each renewal. This money is then turned over to our county as revenue, reducing the amount needed to balance our next year budget.

We ask that you complete your renewal application and mail or bring to:

Washington County DMV  
383 Broadway  
Fort Edward NY 12828

*We also have a drop off box for your convenience.*