

## GARLAND COUNTY INFORMATION TECHNOLOGY MEETING

THURSDAY, MARCH 21, 2019 at 9:00 A.M.

GARLAND COUNTY COURTHOUSE, ROOM 200

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A meeting of the Garland County Information Technology (I.T.) Committee was held on Thursday, March 21, 2019, at the Garland County Courthouse, Room 200.

Members Present: Chairman Larry Raney, Jimmy Young, and Jeff Winter

Other Representatives Present: Lanie Martin, Anna Libby, Susan Ashmore, Tim Stockdale, Shannon Sharp, Rebecca Talbert, and Shelly Tucker

Members Absent: None

Guests: None

News Media: None

Chairman Larry Raney, called the meeting to order at 9:03 a.m.

Justice Jimmy Young gave opening prayer.

Chairman Raney started the meeting with notes and questions from the previous I.T. meetings and opened the floor to Information Systems Director, Mr. Jeff Winter to answer his questions.

Mr. Winter discussed the following topics:

- The KnowBe4 Phish training is complete with an estimated 100 % participation. This program will be continued every year, and the estimated cost is \$1500 for county employees to participate. Winter stated that new employees with a county email address are required to complete an online training class to recognize emails containing spam. If the recipient fails the training, they will be required to complete another 15-minute class. Winter reported that a new version will be coming in the next 2-3 months and he will notify the departments when the training will start. The percentage of recipients that have clicked on the phish emails was 15-20 % but currently is down to 5½ %.
- Winter is in the process of increasing the county's internet usage from 150 to 250 megabytes and to provide better Wi-Fi connections. The county is currently with AT&T for its internet service, and the contract ends in June. Winter will prepare a bid request for the internet service prior to the expiration date.
- The Shortel conversion process was stopped due to several software problems. Winter stated that the upgrade should take place this summer.
- Carbon Black anti-virus software was installed for the county.
- The I.T. department hired Raymond McNary and to contact him for any problems or questions.

- The password reset portal was canceled due to low usage and cost of the program. The password reset script is available for management at the jail so that the passwords can be reset after regular business hours.
- The Windows 7 upgrades still need to be concluded throughout the county. The county still has 20 computers with Windows 7, and all machines need to have Windows 10 by the end of the summer. If Windows 10 is not installed, then the department will have to spend \$150-\$200 to replace the hard-drive and put a new operating system on it to be compliant with Windows 7. Winter noted that a cut-off date needs to be set for the county to purchase new computers. The I.T. department keeps a database with all operating systems and the age of the county computers and will give an annual report in July to all elected officials.
- The I.T. department will be replacing the firewall for the county by the middle or end of this year. Currently, the computers are protected by a Barracuda web filter and WatchGuard firewall. Fortinet will be installed as the new firewall. The etp-notification fire-eye service quarantines emails that are in question and is another step taken to stop phishing emails. If an email is received, and the header is labeled “EXTERNAL SENDER” in red, the recipient should immediately take caution before opening it and make sure it is not a phishing email.

Justice Raney inquired about the security audit by Secureworks. Secureworks and Qualys were two security products that were purchased last year. Halfway through the process, Secureworks lost contact with the I.T. department for over 3 months. Winter stopped the process and asked for a refund of \$5000 that the county paid. Another security audit will be purchased.

Winter reported that there is good communication between the county and the I.T. department and that internet security is always a concern.

Susan Ashmore, Garland County Comptroller, stated that the Finance Department will be scanning more documents and wanted to make sure that there was enough space to hold all of the documents. Winter reported that space is available if needed, but to use the most efficient scanner settings to make the file size as small as possible.

Justices Raney and Young stated that the website looks great but had concerns about the interactive map and how it could be improved. Winter explained that the interactive map on the county website is updated by the Department of Emergency Management (DEM) department and could be updated.

Shannon Sharp, Assessor, and Shelly Tucker, Environmental Inspections Manager, explained the One Map software in regards to their departments. Billy Sawyer, Assistant Director of Environmental Services, also uses One Map for keeping track of dumpsters in the county.

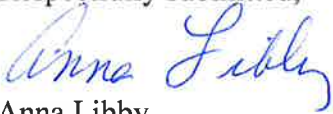
Winter explained that Security Socket Layer (SSL) is security on the website and Lanie Martin, County Finance Director, noted that it should be in force. Fillable forms were also discussed.

Tim Stockdale, County Treasurer, inquired about how the sanitation software works with the Tax Collector’s office software. Comptroller Ashmore will try to get a report of the audit.

Justice Raney asked for any other questions or comments. Ashmore addressed the expense of scanning claims in the Financial Intelligence (F.I.) system, and the Finance Department is working towards making it a paperless process.

With no further discussion, Chairman Raney adjourned the meeting.

Respectfully submitted,



Anna Libby  
Recording Secretary