

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES
Standing Committee on Telecommunications & Energy
Minutes
March 22, 2017

The Standing Committee on Telecommunications & Energy met to review the 2018 proposed budgets of the Information Technology Department. The Committee met on March 22, 2017, beginning at 3:10 p.m.

Committee members present: Chairman James Killion, Ronald Bergstrom, and Lilli-Ann Green. Absent: Deborah McCutcheon and Patrick Princi. Alternate Committee Members Edward Atwood and Susan Moran were also present.

3:10 PM: Information Technology

Present from the Information Technology Department: Director Bill Travers and Facilities Director Steve Tebo.

Background Information:

- Reference materials were provided to the committee: Personnel Schedules.
- County has hired an outside firm – LCN (Mike Lieb) to review the IT Department.
- The annual payment to Microsoft has been restructured.
- The IT Department is developing a business plan (ready by June) and will be offering a menu of IT service options to the towns that will save them money.
- The cost to the towns for contracted services will be approximately \$97 per hour (accounts for infrastructure and depreciation) versus the \$67 being charged now. In the private sector the cost per hour is higher at about \$125 per hour.
- In-house staff is needed and a restructuring will save the County and towns money.
- There will be a needs assessment and discovery analysis done for towns that want services. Services to towns will be streamlined.
- There are currently three towns contracting with the County for IT services and other are inquiring.
- The IT Department will never break even unless it starts to charge County departments for services.
- Consideration of an enterprise fund for the IT Department is still a few years away.
- Salary line has been cut from FY17 to FY18 of approximately \$125,000. Going forward, growth will be carefully considered. Staff will not be added unless there are revenues to cover the costs.
- The department is overstaffed now but current staff will be used to define systems in place and eventually accommodate expansion of services to the towns.
- The proposed FY18 IT budget represents a stable operating budget for the IT Department.
- Professional Technical Services is the line item the IT budget that accommodates for the payment of video recording services for the Assembly meetings. It is a contracted service. It may be possible to automate this type of service in the future.

- Department costs have been cut for FY18.
- Joint Initiatives will also be rolled into the IT Department and will allow for programs like e-permitting to go forward.
- The IT proposed FY18 budget is both an operating budget and an investment.
- There has been no in-depth analysis yet of the Open Cape organization but it may be looked at in the future. It would require a lot of state intervention.

Motion made by Ronald Bergstrom, and seconded, to forward the Information Technology FY18 proposed budget, as submitted, to the Finance Committee. 5-0-0.

The meeting adjourned at 4:15 p.m.

Submitted by:
Janice O'Connell, Clerk
Assembly of Delegates