

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES
Standing Committee on Telecommunications and Energy
Minutes
March 9, 2016

The Standing Committee on Telecommunications and Energy met to review the FY 2017 proposed budgets of the Information Technology Department on March 9, 2016, beginning at 4:00 p.m.

Committee members present: Chairman James Killion, Suzanne McAuliffe and John Ohman.
Absent: Deborah McCutcheon and Patrick Princi.

4:00 PM: Information Technology

Information Technology Department Director Bill Traverse, Finance Director Mary McIsaac and Finance Assistant Bob Lawton met with the committee to review and discuss the proposed FY17 budget. A handout was provided to the committee and will be attached to the minutes and available for viewing at the Clerk's Office.

The handout represented a list of increases and decreases made by the Finance Director and approved by the Commissioners for FY17. Professional Services (for the videographer) account line increased for FY17. The Software/Hardware Maintenance account line was reduced by half and will require careful monitoring. Expansion capabilities will be limited and scaled accordingly. The cuts to the department are doable for FY17 without jeopardizing existing service to the county or current clients. It was pointed out that salary lines and the software account line have increased quite a bit from FY14 to FY16 but efficiencies have been achieved. Revenues have started to increase in FY16.

Regional services invoiced to towns have generated approximately \$161,254 in revenue to the county as of this date. Revenue for annual recurring services is estimated at \$305,919. Inquiries have been made by various towns that may become structured agreements for services in the coming fiscal year. Revenue for both recurring and non-recurring services will be between \$357,501 and \$416,899 for FY16 and was used for estimated department revenue for FY17.

Service changes within the department have resulted in a savings of approximately \$58,000 to the county in FY16 and is reflected in the FY17 budget proposal. The overall department reduction is approximately \$192,000 and does not include the capital expenses that were removed from the operational side of the budget. There are no new employees factored in the budget. There will be an annual maintenance cost for Microsoft licenses going forward.

Agencies such as Cape Light Compact and the state court system are contributing revenue and will continue to be reviewed for additional opportunities for revenue generation. A review should be considered regarding the use of IT services by the Cape Cod Commission. There may be the potential for revenue to the county in the future.

Concerns were expressed regarding the quality of the space occupied by the IT Department. Water leaking into spaces is still of concern to the department manager and committee members.

Suzanne McAuliffe motioned, and it was seconded, to forward the proposed Information Technology FY17 budget request of \$1,303,065 to the Finance Committee. 3-0-0.

The meeting was adjourned at 4:45 p.m.

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