

**BOARD OF SUPERVISORS  
COUNTY OF MADISON**

**PROPOSED SUPPLEMENTAL APPROPRIATION**

**DATE:** 12/18/2019

**FY2020**

Type of Supplement	Interdepartmental transfer (same fund)
	Interfund transfer
	Revenue/Expense offset
	Use of contingency
	Other use of fund balance not in original budget

**PURPOSE:** To appropriate remainder of balance in contingency earmarked for IT project

GL Account Reference	Account type	Fund Name	Department	Object Code/Source	Debit	Credit
10-01-12-12510-1526	EXP	GF	DP & Tech	Salary- IT specialist	29,791.67	
10-01-12-12510-2100	EXP	GF	DP & Tech	FICA	2,279.07	
10-01-12-12510-2212	EXP	GF	DP & Tech	VRS Hybrid	2,246.29	
10-01-12-12510-2214	EXP	GF	DP & Tech	Hybrid 401A	297.92	
10-01-12-12510-2220	EXP	GF	DP & Tech	HI Credit	23.83	
10-01-12-12510-2310	EXP	GF	DP & Tech	Health Insurance	7,015.44	
10-01-12-12510-2400	EXP	GF	DP & Tech	Group Life	390.27	
10-01-12-12510-3145	EXP	GF	DP & Tech	DP- ANS	7,275.00	
10-01-12-12510-3148	EXP	GF	DP & Tech	Consulting Svcs	40,000.00	
10-01-12-12510-3312	EXP	GF	DP & Tech	Software upgrades	5,000.00	
10-01-12-12510-5230	EXP	GF	DP & Tech	Telecommunications	270.00	
10-01-12-12510-8103	EXP	GF	DP & Tech	IT Equipment	3,078.31	
10-09-91-91100-9200	EXP	GF	Contingency Reserve	Contingency - Ops		97,667.80
					<u>97,667.80</u>	<u>97,667.80</u>

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

Madison County  
 Status of Budget for ThincIT Recommendations  
 in FY20 Budget

*(Contingency)*

	Original Budget	FY19 Encumbrance	Supplemental from Reserved Fund Balance	Total Available Funding Sources as of 12/18/2019	Estimated Actual	Supplemental Request
Annual Salary - IT Specialist	65,000.00			65,000.00	29,791.67	29,791.67 Salary
HI - IT Specialist	9,100.00			9,100.00	7,015.44	7,015.44 HI
Other Fringe - IT Specialist	11,427.00			11,427.00	5,237.38	5,237.38 Other Fringe
Cell phone for IT Specialist				-	270.00	270.00 Cell phone
Desktop Replacement Project			50,000.00	50,000.00	48,616.06	(1,383.94) Desktop
AMS Staging for Desktop Replacement			-	-	26,499.20	
Automated Windows Patches	8,640.00		8,640.00	8,640.00	7,275.00	7,275.00 ANS
Ticketing solution			-	-	5,000.00	5,000.00 Software
Contingency					4,462.25	4,462.25 Desktop
Fractional IT (policies & procedures)					10,000.00	10,000.00 ThincIT
Fractional IT Services (ongoing) FY20	30,000.00			30,000.00	30,000.00	30,000.00 ThincIT
Phase I (pre IT hire)		20,151.00		20,151.00	20,151.00	
Phase II (ERP selection)		47,000.00		47,000.00	47,000.00	
	124,167.00	67,151.00	50,000.00	241,318.00	241,318.00	97,667.80
Appropriated as 12/10/2019		26,499.20	50,000.00	143,650.20		
Additional Appropriation Requested	97,667.80	-	-	97,667.80		

A Includes following:

Dell computer purchases	44,500.06
Office 365 annual subscriptions \$98 x 42	4,116.00
	48,616.06

B Desktop Patching

One time fee	1,875.00
Monthly patching fees (\$18/computer for 50 computers - for 6 months	5,400.00
	7,275.00

Key Risk Recommendations (Italics indicate soft costs)	Description	1-TIME / CAPITAL (\$ 000s)		ON-GOING/ ANNUAL (\$ 000s)		Notes
		LOW	HIGH	LOW	HIGH	
<b>Day 2H/FY20, Phase 1 continuation Plus</b>		\$11	\$15	\$22,500	\$30,000	
Contract a Fractional CIO	<ul style="list-style-type: none"> <li>&gt; Deliver world-class technical leadership and guidance.</li> <li>&gt; Develop and ensure that IT strategy and systems support the organization's business objectives, business strategies, growth plan and underlying operational and financial processes.</li> <li>&gt; Work with you to publish and regularly update a comprehensive, prioritized IT roadmap that stages all planned IT investments and improvements (including the financial requirements) across an agreed-upon time horizon, usually 3-5 years.</li> <li>&gt; Manage IT-vendor Relationships and Projects</li> </ul>	-	-	\$22,500	\$30,000	<p>Recommended 15 - 20 Hours/Month throughout remaining FY20. Participate in meetings as appropriate.</p> <p>Manage MSP Relationship and Projects:</p> <ul style="list-style-type: none"> <li>&gt;&gt; Windows patching</li> <li>&gt;&gt; O365 45 migrations (42 new + 3 existing)</li> <li>&gt;&gt; Replace 52 Workstations</li> <li>&gt;&gt; Create TAB and TIC (see below)</li> <li>&gt;&gt; Improve Network Security</li> <li>&gt;&gt; Improve Business Continuity / Disaster Recovery (BCDR)</li> </ul>
Establish Policies and Procedures	<ul style="list-style-type: none"> <li>&gt; RISK Management Policy</li> <li>&gt; Physical Security Policy</li> <li>&gt; Change Management Policy and Program</li> <li>&gt; Network Security Policy and Program</li> <li>&gt; Mobile Device Management Policy and Program</li> <li>&gt; Asset Management Policy and Program</li> <li>&gt; Access Control Policy and Program</li> <li>&gt; Security Policy and Program</li> <li>&gt; Incident Management Policy and Program</li> </ul>	\$8	\$10	-	-	Created by Fractional CIO. Used by County, Department Heads, and IT Support Specialist for staff accountability and compliance.
Establish IT Department	<ul style="list-style-type: none"> <li>&gt; Ticketing Solution</li> <li>&gt; Fixed Assets Solution (ANS Portal?)</li> </ul>	\$3	\$5	-	-	Created by Fractional CIO. Used by IT Support Specialist to Manage internal and external support activity
Create Technology Advisory Board (TAB) and Technology Innovation Committee (TIC)	<ul style="list-style-type: none"> <li>&gt; TAB to identify and prioritize technology needs of County.</li> <li>&gt; TIB to generate and review ideas that may benefit County and Citizens</li> </ul>	-	-	-	-	Included in Fractional CIO Phase 1
Improve Network Security	<ul style="list-style-type: none"> <li>&gt; Assess and Implement Changes for Network Protection and Security Monitoring (VLANs, WLAN Guest, Firmware patching, VPN Access), Existing ANS SLA?</li> <li>&gt; Assess and Implement Changes for existing Disaster Recovery and Business Continuity plans relating to County backup/restore.</li> <li>&gt; Scheduled tests of DR procedures and document recovery time to recover data</li> <li>&gt; Periodically Test and communicate on-premise Auto-Failover / Auto-Failback functionality (dual internet connection, fmsu.net, exist)</li> </ul>	-	-	-	-	Included in Fractional CIO Phase 1
Business Continuity and Disaster Recovery (BCDR)		-	-	-	-	Included in Fractional CIO Phase 1