

Information Technology

Council Orientation

December 18th, 2018

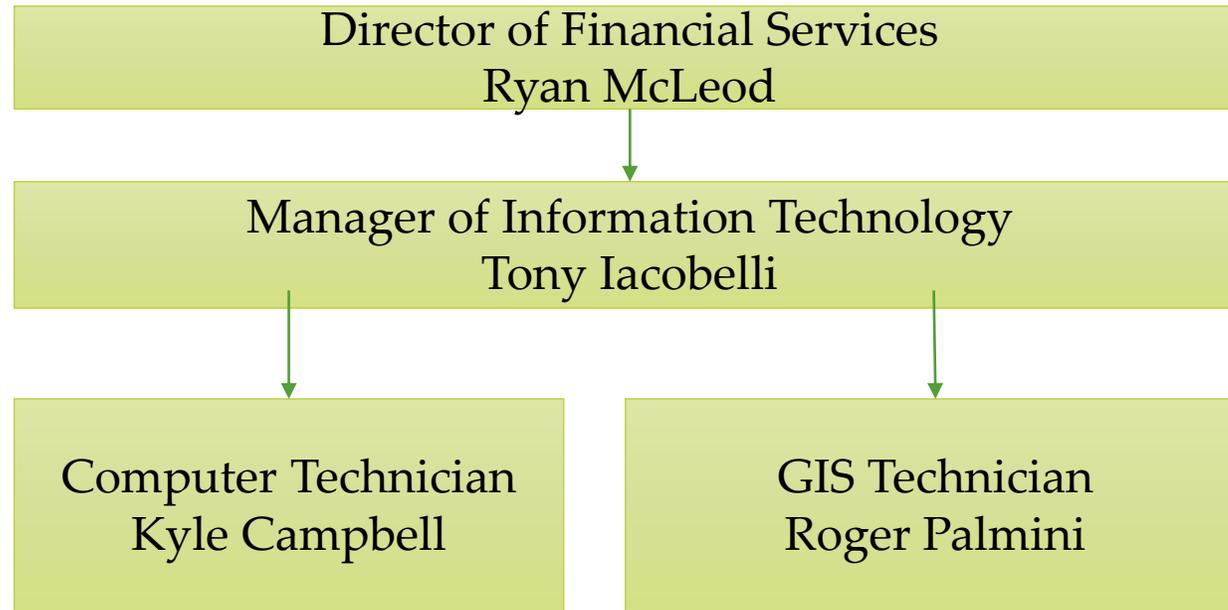


Overview

- Department of Information Technology reports to the Director of Finance
 - Staff – Manager of Information Technology, Computer Technician and GIS Technician
- 2018 Operating Budget approximately \$493000
- 2018 Capital Budget approximately \$130000
- 2019 to be determined



Organizational Chart



Responsibilities

- Maintain all servers, workstations, routers, switches, firewalls and security appliances at Town Hall, Fire Department (North and South Halls), Arena as well as network gear at town owned properties Unico Centre, Carnegie and Grovedale buildings
- Monitor and maintain data integrity for proper access and protection from attack/loss
- Maintain and monitor backup of all data
- Provide training to staff to protect against various types of phishing attempts
- Maintain VoIP phone system including call flow and software updates
- Manage all town owned cell phones. Control applications and security allowing abilities as remote control and wipe capabilities in the event of loss or theft
- Maintain and monitor camera systems at Town hall and the Arena



Responsibilities (con't)

- Maintain VPN to allow remote access to network for required staff
- Maintain, manage messages on electronic sign at Town Hall
- Research, recommend and maintain various hardware and software solutions required by municipality to provide the most secure, cost effective implementations
- Manage card access system for Town Hall, Arena and Grovedale building
- Maintain VPN access to North Fire station and Grovedale building
- Maintain all software licensing requirements for municipality and confirm compliance with regard to software audits



Responsibilities

- Maintain and assist with various Kingsville websites
- Maintains all maps of municipality to including various layers of infrastructure, zoning
- Manage and configure Cityworks, Building PLL software through the County of Essex
- Provide maps, drawings for various presentations and Committee meetings
- Assist staff with any technology requirements to allow them to meet job requirements



Highlights from 2018

- Implementation of Mobile Device Management Solution
- Replacement of all switching and router gear for the municipality (Town Hall, Fire and Arena)
- Implemented backup solution to cover all town workstations
- Began implementation of Building Department permitting software application to be completed in 2019
- Start rollout of workstations to Windows 10 to be completed over the next 2 years across the entire municipality



Goals for 2019

- Enhance and increase security
 - Implement 2 factor authentication
 - Trusted computing software model
- Hardware Implementations
 - Continue with Windows 10 migration plan
 - Expand card access system
- Software implementations
 - Complete Building Permitting module implementation and developing mobile access solution
 - Upgrade tax software to latest version
 - Implement Arena/Facility Booking software

