INFORMATION TECHNOLOGY DEPARTMENT UPDATE APRIL, 2021

CRANBERRY TOWNSHIP, PENNSYLVANIA

For any questions, please contact:

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Data Team – The Data Team is responsible for the management of the Township's software applications, databases, reports as well as the GIS system for storing and mapping Township assets and geographical information. The Data Team handles project management, systems implementation and ongoing software maintenance including upgrades, reports, workflows and integration between systems. The GIS system is used to produce maps, data analysis and web applications which provide insight into geographical data including infrastructure, developments, parcels and other layers.

Manager: Chad Julkowski

Projects:

Project Title	Project Description
Asset Management Project	Working with Public Works on asset management program
GIS Enhancements	Securing GIS data, implementing new features and software
GIS – Manhole Inspections	Creation dashboard and process for tracking manhole inspections
Golf Course Reports	Developing new reports/dashboards for golf management
HR Software Evaluation	Managing project to evaluate new HR software solutions
Munis – Tyler Notify	Munis customer notification module implementation
Munis – Tyler Hub Dashboard	Implementation of new dashboard tools
Office 365 – Intranet	Creation of new intranet site for employees
Office 365 - SharePoint	Migration of files from SharePoint and file shares Office 365
Office 365 – Teams	Rollout of Microsoft Teams for remote work
Online Inspection Scheduling	Creating online process for contractors to use for inspection scheduling
Online Property Surveys	Publishing of surveys online in PropertyFinder
Permitting Software	Software implementation for permitting, inspections, land development and other functions of Planning & Development Services
Sewer & Water GIS Data Update	Updating the GIS system to capture additional asset data

Work Orders:

- 25 work orders completed in April
- 89 open work orders as of 4/26/21

Network Team – The Network Team is responsible for the Township's technology infrastructure including computers, servers, storage, networking equipment, phones, cameras and any other devices connected to the network. The Network Team manages technical projects and assists other departments with their hardware for running their operations such as SCADA, the traffic network and vehicle mobile data terminals. This team provides managed IT services to the Cranberry Library and Cranberry EMS organizations. They also provide helpdesk services to users including Windows, Office and software application support.

Manager: Andrew Clemens

Projects:

Project Title	Project Description
Collaboration Hardware	Research of collaboration solution for conference rooms
Coronavirus Response	Support of remote workers and devices
Library Project of the Year	Planning and installation of IT related equipment in the library
Network Security Enhancements	Deployment of security improvements to protect the network and users from malware, ransomware and other malicious activity
Network Upgrades	Planning for 2021 core network upgrades
Office 365	Rollout of new technology such as OneDrive, E-mail encryption, etc.
Phone System Upgrade	Upgrading hardware and voicemail system; rollout of new features including softphone on computers and mobile devices
SCADA Radio Connections	Connecting remote sites via ethernet radios
Secondary Internet Connection	Second fiber Internet connection for redundancy and high availability
Storage Upgrade	Purchase of new storage system for running virtual servers
Treatment Plant Upgrades	Management of new network installation and SCADA device setup
Win 911 Upgrade	Upgrading SCADA alerting system for redundancy
Veeam Upgrade	Upgrading backup system and configuring new functionality

Work Orders:

- 124 Township work orders completed in April
- 3 Cranberry EMS work order completed in April
- 3 Cranberry Library work order completed in April
- 87 total open work orders as of 4/26/2021