

AGENDA
GOVERNMENT OPERATIONS COMMITTEE
THURSDAY, November 9th 9:00 a.m.
Supervisors: Lasher, Donalty, Kolczynski, Chatfield, Rose

9:00 a.m. **Approval of October minutes**

9:00 a.m. **Pass-Thru Transmittals**

9:05 a.m. **County Administrator, Rick House**

MONTHLY REPORT

TRANSMITTAL:

- Authorization to set salary and fill Fiscal officer position [COTBRES1 Fiscal officer resolution 10-30-23.docx](#)

9:15 a.m. **Grants Coordinator, Jay Roscup**

UPDATE

9:25 a.m. **County Attorney, Dan Connors**

MONTHLY REPORT [CA October.pdf](#)

9:30 a.m. **Board of Elections, John Zornow & Gerry Clingerman
County Clerk, Mike Jankowski**

NO BUSINESS

9:30 a.m. **Compliance Officer, Ed Hunt**

TRANSMITTAL:

- Authorization to sign contract with Cyracon International [COMP11RES1 Contracting with Cyracon Language Services.docx](#)

9:35 a.m. **GIS Manager, Zakk Hess**

MONTHLY REPORT [GIS MonthlyReport November 2023.docx](#)

9:40 a.m. **Human Resource Director, Chris Kalinski**

STAFF UPDATE

TRANSMITTALS:

- Authorization to enter into Collective Bargaining with Sheriff's Lieutenant Association [HR2023 11Res1 Authorization to Negotiate with SO Lieutenants.docx](#)

- Authorization to adopt salary schedule for Board of Supervisors and Chairman [HR2023 11Res2 Adopt 2024 Salary Schedule for Board of Supervisors.docx](#)
- Authorization to amend 2023 HR budget for legal expenses [HR2023 11Res02 Authorization to Amend Human Resource Budget for Legal Expenses REV.docx](#)
- Authorization to enter into an MOA for medical field tuition reimbursement [HR2023 11Res3 Authorization to enter in MOA with CSEA General Unit Medical Field Tuition reimbursement.docx](#)

9:50 a.m.

Management Assistant, Brian Sams

Motion to enter into Executive Session to discuss litigation

RESOLUTION

Committee No. 5

Date: 11/9/2023

Committee Chair: Mr. Lasher
Department Head: House

AUTHORIZATION TO SET SALARY AND FILL POSITION WITHIN WAYNE COUNTY ADMINISTRATOR OFFICE FOR THE POSITION OF FISCAL OFFICER.

WHEREAS, The County Administrator created the position of Fiscal Officer in January 2023 to assist in the provision of financial administration in all County departments, augment department financial operations when necessary, and assist in the management of County grants, and

WHEREAS, the County Administrator has obtained a conditional acceptance from a candidate for such position who has over thirty years' experience of financial experience, three of which were within County employment; and

WHEREAS, the request to hire a Grade 6 Fiscal Officer at a salary commensurate with such experience has been submitted to the Pay Plan Advisory group, and has been approved at a 2023 salary of \$68,205; now, therefore, be it

RESOLVED that the County Administrator have authority to fill this Full Time Grade 6 position at step level 9 within the Managerial confidential salary structure.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

COUNTY OF WAYNE
OFFICE OF THE COUNTY ATTORNEY

WAYNE COUNTY COURTHOUSE
26 CHURCH STREET, LYONS, NEW YORK 14489
FAX: (315) 946-5942

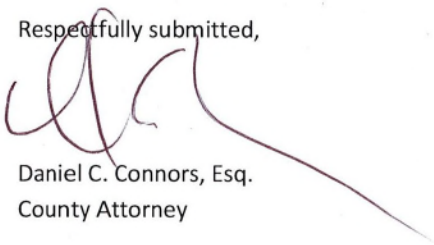
DANIEL C. CONNORS, ESQ.
COUNTY ATTORNEY
(315) 946-7442

ERIN M. HAMMOND, ESQ.
ASSISTANT COUNTY ATTORNEY
(315) 946-7444

The County Attorney's Office monthly report for October 2023 is as follows:

Contracts Drafted and/or Reviewed	36
Notice of Claims	3
Accidents	1
Disciplines/Grievances	3
Human Rights Complaints	0
Subpoenas	1
Freedom of Information Requests (FOIL)	69
FOIL Money Collected	\$2.00
Juvenile Delinquent's (JD's)	6
Persons In Need of Supervision (PINS)	2
Habeas Corpus	0
Poor Person Applications	6
Pistol Permit Hearings	0
Unemployment Hearings	0
Extreme Risk Protection Order (ERPO) Hearings	2
Total Amount of Bills Paid from A1420(CA)	\$75.73
Total Amount Paid from A1930 (Judgment & Claims)	\$6,468.50
Total Amount Paid from A1931 (Liability & Casualty)	\$2,719.48
Total Amount Paid for 207c Claims	\$684.00

Respectfully submitted,



Daniel C. Connors, Esq.
County Attorney

RESOLUTION

Committee No. 5

Date: 11/9/2023

Committee Chair: Mr. Lasher

Department Head: Ed Hunt

AUTHORIZATION to Engage in a Contract with Cyracom International, Inc for Language Interpretation Services

WHEREAS, The United States Department of Health and Human Services Title VI of the Civil Rights Act of 1964 requires recipients of Federal financial assistance to take reasonable steps to make their programs, services, and activities accessible to persons with limited English proficiency; and

WHEREAS, Cyracom International, Inc (formerly known as Voiance Language Services) has provided professional telephonic and video language translation services effectively and with great efficiency to Wayne County since 2019; and

WHEREAS, the people in our county who have limited English proficiency have benefited from the Voiance translation services; and

WHEREAS, it has enabled county employees of various departments to be responsive to the needs, at times critical needs, of the citizens of our county; and

WHEREAS, this is an amendment to Resolution 488-23; now, therefore be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to enter into a three-year contract with Cyracom International, Inc. 2650 East Elvira Road Suite 132 Tucson, AZ 85756, at a cost of \$10 per month fee for each department for which service is provided or potentially provided and additional minutes after the first \$10 of services at a cost of \$0.55 per minute for telephonic, \$0.87 per minute for video language translation services and a cost of \$1.25 per minute for video conferencing American Sign Language translation services. The contract will include also include a 3% cost of living adjustment annually on the anniversary of the contract. The contract shall be subject to the review and approval of the County Attorney as to form and content.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

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Wayne County GIS

Monthly Report | November 2023

- ArcGIS Enterprise Development
 - Migrating, creating, and updating datasets
- Website configuration – Currently an empty shell
 - Integration with Enterprise
 - Data
 - Apps
 - Maps
 - Submission form for requests
- GIS Needs Assessment and Implementation Plan
 - Interviews completed
 - In-person status meeting with Executive Team and Vendor - 10/25

Working to create a continuous, streamlined, and efficient GIS Enterprise System

SQL Database → Enterprise Server / Database → Online Portal → Website and Applications

Submitted by

Zakk Hess, GIS Manager

November 2, 2023

RESOLUTION

Committee No. 5

Date: 11/9/2023

Committee Chair: Richard Lasher
Department Head: Chris Kalinski

AUTHORIZATION TO ENTER INTO COLLECTIVE BARGAINING WITH THE WAYNE COUNTY SHERIFF'S
LIEUTENANTS ASSOCIATION

WHEREAS, the Wayne County Sheriff's Lieutenants Association collective bargaining agreement expired on December 31, 2022; and

WHEREAS, the Association has notified the County that it desires to negotiate a successor agreement; and
WHEREAS, Wayne County also desires to negotiate this agreement; now, therefore be it

RESOLVED, that the Chairman of the Board has approved and appointed three members of the Board (Verno, Chatfield and Donalty), the County Administrator, the County Sheriff or his designee, and the Director of Human Resources to be members of the County's negotiating team; and be it further

RESOLVED, that the Board of Supervisors hereby designates Tish Lynn, Esq. of Hancock Estabrook to be the County's chief spokesman and negotiator for these negotiations.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

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Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

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Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

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RESOLUTION

Committee No. 5

Date: 9/9/2023

Committee Chair: Richard Lasher
Department Head: Chris Kalinski

ADOPTION 2024 SALARY SCHEDULE FOR THE BOARD OF SUPERVISORS AND THE CHAIRMAN OF THE BOARD

WHEREAS, the County of Wayne Local needs to establish a salary for members of the Board of Supervisors and the Chairman of the Board of Supervisors for 2024; and

WHEREAS, the Board of Supervisors adopted resolution 433-21 which established a multi-year salary schedule in 2021; and

WHEREAS, the Budget Officer will allocate sufficient funds for the salaries listed below for 2024; now, therefore be it

RESOLVED, that the Board of Supervisors hereby adopts the following salary schedule for the Board of Supervisors and the Chairman of the Board for the year 2023, effective January 1, 2024:

Supervisors	\$ 18,309
Chairman of the Board	\$ 24,665

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

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Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

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RESOLUTION

Committee No. 5

Date: 11/9/2023

Committee Chair: Richard Lasher
Department Head: Chris Kalinski

AUTHORIZATION TO AMEND THE 2023 HUMAN RESOURCE DEPARTMENT BUDGET FOR LEGAL EXPENSES FOR NEGOTIATIONS AND ARBITRATIONS:

WHEREAS, the Human Resource Department oversees the budgeted line item for Legal Representation for contract negotiations, arbitrations, etc.; and

WHEREAS, the 2023 budget was established with an amount of \$100,000 to cover these services with extensive time period on contract negotiations and arbitrations, the funds are nearly exhausted; and

WHEREAS, the Human Resource Director was granted approval in July 2023 to amend the 2023 Budget to add an additional \$60,000 Budget Appropriations to cover anticipated costs of continuation of negotiations and arbitrations; and

WHEREAS, the Human Resource Director is requesting to amend the 2023 Budget to add an additional \$45,000 Budget Appropriations to cover anticipated costs of continuation of negotiations and arbitrations; now, therefore, be it

RESOLVED, that the Wayne County Treasurer is hereby authorized to amend the 2023 Budget as follows:

A1990 Contingent Fund General
(Appropriations)
\$45,000 from 54000 Contractual Expenses

A1430 Human Resource Department
(Appropriations)
\$45,000 to 54486 Union Contracts

Budgeted: yes no Proposed Cost: \$45,000.00 Reimbursed Amount: _____ County Cost: _____

Department Transfer: _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes no N/A Signature: _____

County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

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Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION

Committee No. 5

Date: 11/9/2023

Committee Chair: Richard Lasher
Department Head: Chris Kalinski

AUTHORIZATION TO ENTER IN MEMORANDUM OF AGREEMENT BETWEEN COUNTY OF WAYNE AND CIVIL SERVICE EMPLOYEE ASSOCIATION, INC. CSEA LOCAL 859 GENERAL FOR TUITION REIMBURSEMENT FOR EMPLOYEES ENTERING INTO A MEDICAL FIELD INVOLVING DIRECT PATIENT CARE

WHEREAS, The purpose of this agreement between the County of Wayne and CSEA General Unit, Local 859, is to enhance the tuition reimbursement clause of the CSEA general unit Contract for health care professions. This additional benefit would offer growth to employees wishing to pursue a career within the Medical field with direct patient care (i.e. patient care related positions - Nursing, Paramedic) and to provide for stability and retention of staff for the management and the success of County operations during a period of difficult recruitment and retention;

WHEREAS by ensuring the commitment of the County and the Union Representatives to continue to serve diligently in each of their present assignments, have met and reached an agreement to enter into this Memorandum of Agreement that would allow the enhancement to the Tuition Reimbursement agreement to offer growth and retain staff desiring to further his/her career within the medical field that provides direct patient care; and

WHEREFORE, it is hereby agreed by and between the County of Wayne and CSEA, General Unit to this Memorandum of Agreement as follows:

Beginning January 1, 2024 - Tuition Reimbursement for Medical Field Professions: Recruitment and retention for positions that fall within a Medical field that provides direct patient care (i.e. patient care related positions - Nursing, Paramedic) The maximum reimbursement to a full-time employee wishing to pursue a career in a Medical Field will be equal to seventy-five (75%) of the actual tuition cost to the employee, to a maximum of five-thousand dollars (\$5,000) in any calendar year.

Actual reimbursement shall be contingent upon the following:

- a) The employee must complete "Health Care Tuition Reimbursement" form, submit to Department Head and HR Director Approval prior to start of course work.
- b) Upon course completion, must submit documentation of the tuition cost paid by him/her for the course and proof that the course was successfully completed. Reimbursement processed through County voucher system.
- c) The employee must be full time, actively employed by Wayne County at the time the course is completed.

now, therefore, be it

RESOLVED, The Chairman of the Board of Supervisors shall execute the Memorandum of Agreement (MOA) with CSEA, Local 859 General Unit, the above stated Union agreeing to these provisions outlined within the MOA, upon authorization by Resolution adopted by the full Board of Supervisors.

Budgeted: yes no Proposed Cost: _____ Reimbursed Amount: _____ County Cost: _____

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County Attorney Review: yes no N/A Signature: _____

Purchasing Review: yes no N/A Signature: _____

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Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____