

MINUTES

GOVERNMENT OPERATIONS COMMITTEE

Thursday, May 4, 2023 9:00 a.m.

Present: Supervisors Lasher, Donalty, Kolczynski, Chatfield, Miller, Groat and Eygnor, County Administrator Rick House, Human Resource Director Chris Kalinski, County Attorney Dan Connors, Board of Elections Commissioners John Zornow and Gerry Clingerman, Deputy Election Commissioner Mindy Robinson, County Clerk Michael Jankowski and Wayne County Museum Representatives Linda Stevenson and Steve Sklenar.

Minutes from the April 6th Committee meeting were approved as written.

The following transmittals were referred to the Government Operations Committee:

--Authorization to create and fill the positions of four Paramedics, one EMS Supervisors, 12 full-time EMT and six part-time EMT positions for the new Countywide ambulance service. Approved 4-0, Mr. Kolczynski did not vote on the request.

--Authorization to allow pay step increases for part-time Corrections Officers in the Sheriff's Office based on experience. Approved 4-0, Mr. Kolczynski did not vote on the request.

--Authorization to allow pay step increases for part-time Deputy Sheriffs based on their experience. Approved 4-0, Mr. Kolczynski did not vote on the request.

--Authorization to create and fill a temporary part-time Secretary position at the Department of Economic Development and Planning. The position is needed to allow the new employee to have training time with the Secretary who is leaving employment. Approved 4-0, Mr. Kolczynski did not vote on the request.

--Authorization to abolish the position of Senior Planner in the Economic Development/Planning Department, create, and fill the position of Planner. Approved 4-0, Mr. Kolczynski did not vote on the request.

--Authorization to abolish the position of Telephone Operator at the Nursing Home, create, and fill the position of Receptionist. The change in title is being made following the retirement of a long-term employee. Approved 4-0, Mr. Kolczynski did not vote on the request.

The monthly report for the County Attorney's Office was distributed with the agenda. During April, staff drafted and/or reviewed 61 contracts, reviewed one accident report, two subpoenas and responded to 32 Freedom of Information requests. Eleven juvenile delinquent cases were handled through the Office, three poor person applications submitted and three extreme risk protection order hearings held.

PAGE 2

On behalf of County Compliance Officer Ed Hunt, Mrs. Kalinski presented a transmittal requesting authorization to update the County's HIPPA Violations Sanction Policy. HIPPA compliance ensures the County follow Federal and State laws, ensuring the confidentiality and integrity of current and former patients and residents protected health information. HIPPA violations can damage the County's reputation and patient trust; they can also result in expensive fines. These sanctions deal with employee's improper discloser of protected health information. Approved 5-0.

A transmittal was presented requesting authorization to establish pay rates for Election Workers during early voting. The difficulty finding individuals to serve in this capacity was noted. Mr. Zornow reviewed proposed rates: \$20/hour for Early Voting Poll Workers, \$15/hour for Early Voting Election Office Assistants, \$240/day for Primary/General Election Poll Workers, \$25/hour for Early Voter Chairman, \$25 for each class attended by Poll Workers and a \$75 stipend for the Election Day Chair/Co-Chair. Mr. Kolczynski questioned the daily rate proposed for Primary/General Election Day Poll Workers, asking what the hourly rate is for the long workday. He stated the need to keep pay rates equitable and high enough to encourage individuals to perform the tasks. Ms. Robinson reviewed how pay rates were determined. Mrs. Kalinski noted many County Poll Workers are on a limited income and can only receive a certain amount of additional income before they are financially penalized. After a lengthy discussion, it was agreed the rates presented would be the set pay rates for 2023, if adjusting is needed it will be made in the 2024 budget. Approved 5-0.

A discussion took place on the purchase of poll pads, on-demand printers and voting machines. Mr. Zornow noted Wayne County is one of only two counties in the State that do not use an electronic poll pad system. The poll pad would replace existing large and cumbersome poll books. Mr. Zornow has been in discussions with the Fiscal Assistant, IT Director and County Purchasing Agent regarding the purchase of this very costly equipment. Estimated cost is over \$700,000, an amount that would have to come from the County's General Fund. The price would include maintenance, licensing and hardware; it does not include the cost to have units installed. There are funds within the Governor's budget to upgrade election equipment. Mr. Zornow reviewed the advantages of poll pads; noting there will always be a paper back up. Mr. Miller questioned if the pads can confirm signatures. Mr. Zornow said the same procedure will be followed when voters sign in and the signatures will be compared on the pads. Ms. Robinson stated each site with a poll pad will need proper internet connectivity; each of the existing 37 polling sites will have to be reviewed for connectivity needs. The County IT Department said their staff would have to put in appropriate/secure hook-ups for the units, due to necessary security on County internet lines. Ms. Robinson stated the importance of having the new system in place for November elections, as she would not want it to be used the first time in 2024 for the Presidential Election. Because these are electrical/computerized systems, the security of each polling sites internet will have to be determined. Polling pads do not transmit election voting results; they verify voters and print out ballots. It would allow a voter to go to any polling site and cast their ballot and eliminate the need for voting sites to keep hundreds of extra ballots on site. Mr. House

PAGE 3

said he would set up a meeting with Board of Election Representatives, the Information Technology Director and his Office to review details of this purchase and overall costs.

A brief discussion took place on the electronic change over to polling pads and if this would make some current Poll Workers not want to do the job.

Mr. Jankowski informed Supervisors the State budget includes additional retention funds for internet transactions; this could increase local DMVs Office revenue by over \$60,000 annually. The number of transactions in the DMV Office is down in the first quarter of the year; Mr. Jankowski believes this is due to the economy.

Mr. Jankowski updated Supervisors on staffing in the County's Historian's Office. The County Historian missed a great deal of work over the past year because of health issues. He passed away earlier in the year, leaving the Office with only one part-time Clerk, who plans to retire in 2024. There is regular activity in the Office, especially during summer months when people visit to review their genealogy. Mr. Jankowski stated the Historian's Office has a huge collection of data that need to be available to the public. He is going to survey what work is done in the Office, what can be performed on line, and what additional resources should be added. He believes more people would like to see the County Historian's Office offer more information electronically. Mr. Jankowski will gather information from Town Historians and the County Museum to find out what they would like to see the local Office offer and talk to neighboring counties on how their Historian Offices operate and function. He plan to have his findings ready for review by the Committee this fall.

Wayne County Museum Manager Linda Stevenson reviewed with Supervisors some details and activities at the Wayne County Museum. The Museum is run by a nonprofit organization called the Wayne County Historical Society and is located on Butternut Street in Lyons. The museum is housed in the former Wayne County Jail and Sheriff's Residence, which was built in 1855, first occupied in 1856 and in use until 1960 by the County. There are many upcoming activities planned. Those in May include: May 18th Dave Bloom will be on hand to discuss the do's and don'ts for cleaning and restoring stained and moss-grown grave markers and on May 19th and 20th a Garage Sale is planned at the Pur Oil Garage on the corner of Canal Street and Route 14 in Lyons. The Museum Executive Director position has been vacant over a year; it should be filled in the next few weeks.

Museum staff remain involved in the County's Bicentennial activities.

Mr. Sklenar stated an alarm system is now in the Museum; this is needed to protect the many valuables in the building. Work is underway on the Museum roof; this will take some time to complete. Bicentennial displays are stored inside the museum and will be moved to Carey Lake for the Gala. Mr. Sklenar said he is currently researching records and photographs from the early days of the Board of Supervisors. Once he has his report complete, he will provide the County Historian's Office with a copy.

PAGE 4

Mr. Sklenar is working with a private donor to have a replica of the 111th NY Volunteer Soldier recreated by an artist in the Gettysburg area. The statue, located near Gettysburg, is about 18 feet tall. The 111th NY Volunteers had about 1,480 men during the American Civil War and lost 404 to disease wounds, etc.; one of the highest rates of loss of any New York unit in the whole country.

Mr. House updated the Committee on recent Office activities. He continues with Department Head performance reviews. He will appear on television this evening talking about the Countywide Ambulance Service. The initial start-up cost associated with the new service and the annual expenditure will be high for the County.

Mr. House noted the reduction in County staff during the pandemic; many positions have been added to Departments in recent months. He will keep track of all new positions and request Department Heads present a needs assessment report for new position desired in their 2024 budget to their standing committee prior to the request being placed in their budget. He continues to work with the Human Resource Director on collective bargaining agreement negotiations.

The State budget for 2023-24 increases the burden of Medicaid cost each county will pay the State. Mr. House noted New York State is one of only a few states in the country that have their counties pay for Medicaid, the change in the distribution formula will add millions to the County budget. The State also increased Medicaid eligibility, which will result in additional people qualifying for the program. The new State budget includes legislation about the sale of cannabis and some funding for enforcement of the new regulations.

Mr. Groat left the meeting at 10:17 a.m.

Mr. House informed the Committee of meetings recently held to address County Nursing Home financial issues. He said the Facility is not in a financial crisis, as they have a \$30 million fund balance. Billing issues that occurred at the end of 2021 and beginning of 2022, due to staff turnovers, are being dealt with. There are all new staff in the Billing Office and all have been trained on Medicaid and Medicare billing procedures. When external auditors reviewed Facility accounting records they made a recommendation that \$1.5 million be written-off as uncollectable debt to keep the books more accurate. This will occur through resolution at the May Board meeting. Some Supervisors would prefer only County residents be admitted to the Facility since local tax dollars support the Nursing Home. Mr. House said administration at the Nursing Home is making every effort to increase both Medicaid A and private pay residents to increase revenue. They are also in contact with the firm contracted to collect bad debt for the Nursing Home to make sure all the necessary and appropriate measures are being taken to collect funds. The County was informed Intergovernmental Transfer (IGT) payments have not gone away; they are delayed.

PAGE 5

Mrs. Kalinski presented a transmittal requesting authorization to rescind Board Resolution No. 524-18 and adopt a revised Sexual Harassment Prevention Policy. Several amendments to the State's Sexual Harassment Prevention Policy need to be incorporated into the County's Policy. A copy of the proposed policy was included with the agenda and sent to all towns for their use. Approved 5-0.

Mrs. Kalinski informed Supervisors there were 10 full-time and three part-time hires during April and seven full-time and five part-time resignations. There were also four retirements during the month.

Mr. Kolczynski made a motion the Committee enter into Executive Session at 10:39 a.m. to discuss a personnel matter with Mr. House, Mrs. Kalinski and Mr. Connors present, Mr. Miller second. The meeting adjourned at 10:55 a.m. The next meeting of the Government Operations Committee is scheduled for Thursday, June 8th at 9:00 a.m.