

MINUTES

GOVERNMENT OPERATIONS COMMITTEE

Thursday, August 3, 2023 9:00 a.m.

Present: Supervisors Lasher, Donalty, Kolczynski, Chatfield, Rose and Groat, County Administrator Rick House, Fiscal Assistant Brian Sams, Human Resource Director Chris Kalinski, County Attorney Dan Connors, Board of Elections Commissioners John Zornow and Gerry Clingerman, County Clerk Michael Jankowski, Purchasing Agent Chris O'Connor, County Auditor Kristen Scott, IT Director Matt Ury and GIS Coordinator Zakk Hess.

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

The following transmittals were referred to the Government Operations Committee (Supervisor Kolczynski did not vote on pass-thru transmittals, believing the vote of this Committee has no impact on the request.):

--Authorization to create and fill an additional Public Safety Technology Coordinator within the Department of Emergency Services. Approved 3-0, Supervisor Lasher was not present for the vote.

--Authorization to create and fill three full-time 911 Dispatcher positions. Approved 3-0, Supervisor Lasher was not present for the vote.

--Authorization to create and fill two full-time Emergency Medical Technician (EMT) positions and two Substitute EMT positions for Wayne County EMS. Approved 3-0, Supervisor Lasher was not present for the vote.

--Authorization to set the salary for the Assistant Director of Nursing at the Nursing Home at \$85,556. Approved 3-0, Supervisor Lasher was not present for the meeting.

--Authorization for the Mental Health Department to permanently continue the 14 positions created in 2021 through the Certified Community Behavioral Health Clinic Initiative. Approved 3-0, Supervisor Lasher was not present for the vote.

Mr. Hess reviewed activities in his Office during July:

- He participated in two ArcGIS Pro trainings during the month. This will assist with the Real Property Tax Conversation Project of having workflow migrated from AutoCAD to ESRI Parcel Fabric.
- He received two quotes for ArcGIS Enterprise Environment install, set-up, configuration and training.
- He is working to create a 2023 Countywide parcel dataset for the Real Property Tax Department.

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- He is working with the Public Health Department to develop an internal Wayne County overdose dashboard.
- Mr. Hess revised Wayne County Business Park Study maps; new map depicts both available and unavailable parcels within park boundaries.
- He prepared digitized records of all fire hydrants in the Town of Williamson.
- The kick-off meeting for the GIS Needs Assessment and Implemental Plan was held on the 21st. He has been attending each Standing Committee meeting to review the need for input from each municipally for the success of this project. He will continue to work with Supervisors and Department Heads on this project.

The report included additional projects Mr. Hess is currently working on.

Supervisor Lasher arrived at the meeting at 9:15 a.m.

The monthly report for the County Attorney's Office was included with the agenda. During July, staff drafted and/or reviewed 13 contracts, responded to one Notice of Claim, one discipline/grievance and 49 Freedom of Information requests. The Office handled two Juvenile Delinquents cases, one Person in Need of Supervision case and received five poor person applications.

Mr. Rose question what a Poor Person application was, as five applications were received last month by the County Attorney's Office. Mr. Connors said a person with limited financial resources may apply to the court for an exemption from paying court-filing fees. This is done by submitting an affidavit about their income and assets. The request can be made for many legal issues going before the civil branch of Supreme Court.

Mr. Connors stated the new secretary in his Office is working out well.

At the August Board meeting, as a Rule 14, the Board will be requested to approval a resolution to allow the continuance of the additional one percent local sales tax. This can only be done through State legislation. Mr. Connors said the paperwork will need to go before the August Board, as there is a timeframe that needs to be met. The additional one percent of County sales tax brings in approximately \$10 million annually.

Mr. Kolczynski questioned whom the County contracts with for Workers' Comp. He questioned penalties received if claims are not addressed in a timely fashion, noting a claim in his Town was returned stating necessary paperwork was not received and the claim would be awarded. Mr. Sams noted Wayne County has a dedicated claims representative through their contractor NCA Comp. This individual has been on an extended leave; however, whenever there are penalties charged against a case, NCA absorbs the cost. Mr. Kolczynski questioned how the County knows the vendor is paying these penalties. Mr. Sams said he would check with the Hunan Resource Clerk to make sure the County is not paying the penalties. Mr. Kolczynski asked if a larger firm should be sought to be the County's Workers' Comp. carrier so they would have staff to address

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Wayne County requests when they arise. Mr. Sams reviewed the benefit of having an adjuster assigned specifically to Wayne County cases. Mrs. Kalinski said she would follow up with the Workers' Comp. Billing Clerk in her Office to see if penalties are absorbed by NCA Comp. or not.

Mr. Zornow presented a transmittal requesting authorization to purchase 188 electronic polling devices for a cost of \$445,917. There is \$25,917 available in grant funds to place against this expenses; the remainder will come from the County's non-motorized equipment reserve fund. Mr. Zornow said this is the last purchase needed to update election equipment. He and Mr. Clingerman thanked the Committee for their support in making the conversion to electronic pole books possible. Approved 5-0.

Mr. Zornow noted all 67 election sites in the County have been visited and evaluated for their computer connectivity ability needed to accommodate the new electronic voting system.

Mr. Jankowski presented a transmittal requesting authorization for the Chairman of the Board to sign a contract with New York State Industries for the Disabled (NYSID) for microfilm conversion services for a cost of \$12,000. 2023 will be the first year of a three-year project. Mr. Jankowski said microfilming records is a further layer of protection for records in his Office. Approved 5-0.

Mr. Jankowski noted activities that will be celebrated for the remainder of the County's bicentennial year.

Mr. Kolczynski questioned if the County Clerk's Office is vulnerable for someone passing off a false deed. Mr. Jankowski reviewed the safeguards in place so this does not occur. When an individual is selling a property, the seller listed on the deed receives a letter from the Clerk's Office acknowledging the sale. Individuals selling/purchasing property must go through a validation process. Mr. Jankowski said the State Legislature is aware there have been some issues with filing of fake deeds in the State.

Mr. House updated the Committee on his recent activities:

- The Countywide Ambulance service started on July 1st. This service is not to take over other responding agencies, but to be a safety net for them.
- Efforts continue to finalize CSEA negotiations. Negotiations with Deputies remain at a standstill since the County is at an impasse with the Teamsters on this contract. The Supervisory Unit will vote on their contract soon; this is looking positive.
- One-on-one budget meetings are underway with Department Heads. The goal is to keep the 2024 budget as close to flat as possible. Any additional expenses put in the budget need to be sustainable. Mr. House noted the cost of the Countywide Ambulance service and REDI Projects will be costly in 2024. Union's negotiations will cause personnel increases in budgets. The County's five-year capital plan will be re-affirmed with the budget.

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- Due to the recent local large drug bust, the County will incur a high number of assigned counsel claims, as the Public Defender's Office can only represent one of the persons in this case. These costs could exceed \$500,000.
- Mr. House is organizing a Supervisor/Department Head golf day at Sodus Bay Heights. Employees will have to utilize their accruals if they are golfing for the day. Everyone who participates will have to pay to golf.

Mr. Kolczynski questioned the length of time employees should be in place to have a successful succession plan.

Mr. House addressed an issue brought to his attention by Mrs. Worth about businesses utilizing the County's logo/bicentennial logo. The County developed and approved their logo in 2016; however, the logo was not trademarked or copyrighted. Concern with a particular vendor selling items with the County logo on them was noted. Mrs. Worth said the Economic Development Office had documentation that accompanied the new logo and there were guidelines set for the usage of it. Mr. Connors questioned the potential usage of the logo improperly by businesses. It was agreed Mr. Connors would look into having the County logo either trademarked or copyrighted; whichever serves the purpose of the county the best, and report back to this Committee.

Mr. House presented a transmittal request authorization to award a bid and for the Chairman of the Board to sign an agreement with Fusion Digital for the audio/video improvement project in the Board of Supervisors Chambers for a cost of \$199,241. He stated the effort made by the vendor to maintain the historic look of the room. The screen will be located behind the Chairman seat and is retractable. The project includes updates to the audio system in the room. Mr. Ury noted electrical upgrades were needed in the room to accommodate the new system. The majority of the project was budgeted for; however, \$136,854 will need to be transferred from unassigned fund balance to pay the remainder of the cost. Mr. House said the system should be in place by the end of the year. Approved 5-0.

Mrs. Kalinski informed Supervisors there were 16 full-time County positions filled since the past meeting, eight part-time, six resignations and nine retirements. The number of application for Certified Nursing Assistants increased once the new pay scale was put in place. Some employees are returning to the Nursing Home since the State and local mandate for COVID vaccinations have been lifted.

Mrs. Kalinski said if the County's CSEA General Unit contract is approved by membership later this month, the ratification of the agreement will be placed on the August Board agenda as an Other Business item.

The meeting adjourned at 10:22 a.m. The next meeting the Government Operations Committee is scheduled for Thursday, September 7th at 9:00 a.m.