

MINUTES

GOVERNMENT OPERATIONS COMMITTEE

Thursday, September 7, 2023 9:00 a.m.

Present: Supervisors Lasher, Donalty, Kolczynski, Chatfield, Rose and Eygnor, 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, Compliance Officer Ed Hunt, County Auditor Kristen Scott, Grant Manager Jay Roscup and GIS Coordinator Zakk Hess.

Minutes from the August 3rd 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 the full-time position of Network Technician in the Information Technology Department to provide assistance and succession for the Public Safety Communications Department. Approved 4-0.

--Authorization to create and fill the part-time position of Victim/Witness Coordinator in the District Attorney's Office. The position will be paid for with grant funding. Approved 4-0.

--Authorization for the District Attorney's Office to permanently continue two Assistant District Attorney positions that are partially paid for, at this time, with grant funding. Approved 4-0.

--Authorization to create and fill four full-time Supervising Licensed Practical Nurse positions and abolish four full-time Licensed Practical Nurse positions at the Wayne County Nursing Home. The change in titles will add no County cost to the budget. Approved 4-0.

--Authorization for the Mental Health Department to abolish the position of one full-time Nurse Practitioner, create and fill one part-time Psychiatric Nurse Practitioner, and amend the budget. Approved 4-0.

--Authorization to set the salary for the Mental Health Department's Community School Coordinator at \$77,210. Approved 4-0.

The Committee was updated on a request from the Wayne County Child Advocacy Center to utilize the County's logo during their fund raising campaign. This Center opened in 2021 on Lawrence Street in Lyons and works with police agencies and the Department of Social Services as a setting to conduct forensic interviews with children. It is not a County Department. Mr.

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Connors stated a municipal logo cannot be trademarked or copyrighted, and it has never been the desire of the County to have it utilized by area businesses. Committee members agreed the County logo could be used by the Child Advocacy Center.

The monthly activities report for the County Attorney's Office was included with the agenda. During August, staff drafted and/or reviewed 29 contracts, four accident reports and eight poor person applications. The Office responded to 66 Freedom of Information requests and handled five juvenile delinquent cases. The number of FOIL requests decreased during the month; however, some inquires have been for a great deal of information.

Mr. Connors presented a transmittal requesting authorization to set October 17th as the date for a public hearing on an amendment to Wayne County Local Law 5-2015, which prohibits the use of tobacco and e-cigarettes upon real property owned or leased by Wayne County, within Wayne County owned vehicles, within privately owned vehicles used for a County purpose, and within 25 feet of the entryway of County buildings. The amendment states the use of cannabis products are not allowed on or in County property. Approved 5-0.

A transmittal requesting authorization to transfer \$100,000 from the County's general fund into the Board of Elections budget to cover expenses for the remainder of the year was presented. Mr. Zornow reviewed unexpected expenses associated with upgrading election equipment this year to meet State requirements. The Department was told to reduce expenses in their 2023 budget; now with actual expenses coming in, the budget will not accommodate expenses for the remainder of the year. Approved 5-0.

Mr. Zornow noted the Board of Elections is in the process of developing a needs assessment to create two Clerk positions. This information will be submitted to the Human Resource Director and County Administrator, then to this Committee in October. The amount of work staff have to perform, especially in relation to Early Voting, has grown.

Mr. Jankowski presented a transmittal requesting authorization to contract with Linstar for pistol permit card services for a cost of \$1,457. This is the current vendor for the service. Approved 5-0.

Mr. Jankowski said he and Sheriff Milby are scheduling community meetings in regard to new gun legislation. Many residents are finding the recertification process hard to understand. In the past, attendance has been high at these events. He is hoping to hold two before the end of the year.

Mr. Roscup said three School Safety Grants were received for the 2023-24 school year. Schools have applied for funding to put in place radio systems for better communications within their facilities. Efforts continue between school districts and the County's Mental Health Department to increase youth prevention/intervention services.

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The following transmittals were presented for the Compliance Office:

--Authorization for the Chairman of the Board to sign a three-year contract with Voiance Language Services for telephone and/or video language translations services. There is a \$25 monthly fee for the service, plus an additional cost for the amount of time the service is utilized. The system allows for a multitude of languages to be available. Approved 5-0.

--Authorization to pay the account balance to Voiance Language Services. Mr. Hunt noted there was a misunderstanding with the contract between the County and Voiance regarding the per minute rate charged. There is an incurred cost of \$1,865 in the current three-year contract that should be paid. Approved 5-0.

Mr. Hunt reported he has been involved in nine compliance investigations since the beginning of the year; one was a carry-over from last year. Seven investigations were closed, six with unfounded issues. One investigation did involve some disciplinary action.

Mr. Hunt is working with the County Auditor on the Annual Business Associate Audit; after this year, the audit will fall under the responsibility of the Compliance Officer.

Mr. Hess updated the Committee on his activities. ArcGIS Enterprise Development continues with the installation and configuration complete on September 5th. Some network/security problems have delayed the projected timeline. Mr. Hess said the majority of questionnaires requested for the GIS Needs Assessment and Implementation Plan were submitted, but not all. Of the 15 towns, only nine responded. Interviews will take place with municipalities between September 11th and 22nd.

Mr. Hess continues to work with the Real Property Tax Office on updating existing datasets in their Parcel Conversion Project. He is also working with the Board of Elections to update/correct election district boundaries. Once complete the information will be available on the County's Board of Elections webpage.

Mrs. Kalinski reported there were 12 new full-time and one part-time hire during August, and three retirements and 11 employees who left employment. The Nursing Home is receiving more applications now that the rate of pay was increased for Certified Nursing Assistances.

A transmittal was presented requesting authorization to ratify and fund the 2024-2026 collective bargaining agreement with Civil Services Employees Association Local 859 Supervisory Unit. Approved 5-0.

Mrs. Kalinski informed Supervisors she received an e-mail from IUE-CWA Union President Howard VanDuyne requesting the IUE-CWA contract be opened to allow for its terms to be in parity with more recent Union contracts that were settled. Supervisors noted different contracts

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are negotiated with different groups and different circumstances. It was agreed this contract would not be opened. Mr. House will send Mr. VanDuyne a formal letter notifying him of this action.

Mr. House updated the Committee on his activities since the last meeting. He worked with Supervisors, the Human Resource Officer on Union negotiations, he and the Fiscal Assistant are working with Department Heads on budget review for 2024 submissions, and he will be attending the NYSAC Conference in Albany next week. Supervisors were informed the County Purchasing Agent has been relocated from 16 Williams Street to the Court House; Mr. House believes this is the most efficient location for the operation.

A discussion took place on the County Pay Plan that was put into place in 2014 for managerial/confidential employees and updated in 2021. If an employee should want to be considered for financial consideration above what is recommended in the Pay Plan they would have to go to the County's Pay Plan Committee. Mr. House noted one Department Head approached him regarding their current salary and he responded the County's Pay Plan was being followed. Supervisors agreed the Pay Plan is to be followed.

Mr. Sams presented a transmittal requesting authorization to establish 2024 Workers' Compensation Plan premium equivalent rates. The entire cost of the Plan is \$1,850,000, with a County share of \$1,120,854. The premium formula is based 50% on the last three years of claim experience, 25% on salaries and 25% on property assessments. Mr. Kolczynski said Plan participants should be supplied with claim reports so they know when a claim is being made against their municipality. Mr. Sams said the report only comes to the County at this time; however, can be distributed to Plan participants. Approved 5-0.

The meeting adjourned at 10:02 a.m. The next meeting of the Government Operations Committee is scheduled for Thursday, October 5th at 9:00 a.m.