

MINUTES

GOVERNMENT OPERATIONS

Thursday, October 7, 2021 9:00 a.m.

Present: Supervisors Emmel, Chatfield, Spickerman, VanLaeken, Eygnor, Groat and Miller, County Administrator Rick House, Fiscal Assistant Ken Blake, Compliance Officer Ed Hunt and Human Resource Director Chris Kalinski.

Minutes from the September 9th and 28th Committee meetings were approved as written.

The following transmittals were referred to the Committee:

--Authorization for the Chairman of the Board to sign an affiliation agreement with Keuka College for a student Social Work Intern at the Public Defender's Office. Approved 5-0.

--Authorization for the Chairman of the Board to sign an affiliation agreement with Nazareth College for a student Social Work Mitigation Intern for the Public Defender's Office. Approved 5-0.

Mr. Hunt presented a transmittal requesting authorization to re-appoint Pastor Timothy Young of Palmyra to the Wayne County Board of Ethics. He noted there is a vacancy on the Board; someone with a medical background is being sought to fill the slot given the nature of prior ethics-related matters. Approved 5-0.

Since January 1, 2021 there have been 22 active compliance-related investigations and Mr. Hunt convened the Ethics Board once. The Office has a hotline; this is required by the State. Mr. Hunt or Mrs. Kalinski check the hotline daily. Mr. Hunt continues to work with Department Heads to assure accuracy of their business associates and in-turn provide the list of these associates to the County Auditor for random auditing. Compliance materials on the County's website are routinely reviewed for accuracy. Mr. Hunt updated the County's on-line compliance training and provided live training to Buildings and Grounds, Highway Department and Board of Supervisors staff. The County's Compliance Program went through their annual audit; only one small finding was noted.

Mr. Jankowski presented third quarter financial reports. Revenues in the Clerk's Office are nearly 27% higher than last year at the same time. Mortgage tax is up 28% from last year, this is due to lower interest rates. Mr. Jankowski noted towns and villages also received the increase in mortgage tax revenue. DMV revenue is up 32% from last year, traffic in the Office was very high at the beginning of the year as pandemic issues declined. Expenses in the Clerk's Office are up 20%, due to special projects. The Digital Records Project will be complete by the end of November. The Clerk's Office recorded 21% more transaction in the first three quarters of the year than in 2020. Deed filings were up nearly 14%, mortgage filings up 21%, DBA filings up 1.7%, new pistol permit requests up 42% and pistol permit amendments up almost 12%. Mr. Jankowski

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noted there is talk of increasing mortgage interest rates, if this occurs the number of mortgages filed should decline. More residents have started their own in-home businesses due to the pandemic, this increased applications for DBAs. The number of house foreclosures is up 17.6%. Mr. Jankowski stated foreclosures were very low in 2020 with court closures and the State's moratorium on foreclosures. Once courts re-open fully and the moratorium is lifted, this number will increase. Revenue in the Historian's Office is down nearly 56%, as they did not receive Hoffman Grant funding for 2021. Expenses in the Historian's Office are down 11%, this is mainly due to reduced travel by the Historian.

Mr. Jankowski noted internet revenue for DMV transaction is up 2.3% so far this year. More people are conducting their DMV transactions on line. E filing for DMV business and e-recording of documents is providing an additional income to the Clerk's Office.

The monthly report for the County Attorney's Office was presented with the agenda. During September the Office drafted and/or reviewed 36 contracts, 46 insurance certificates and two notice of claims. The Office received 30 Freedom of Information Requests.

Mr. House updated the Committee on Office activities during September. Budget discussions occurred within the Committee process; the final budget is being put together by administration. The County has about 1,100 budgeted positions; the 2022 budget increased the number by 44. The majority of new position are grant funded or temporary. Grant funded positions will be eliminated once funding is no longer available. The County budget is up nearly 11% from 2021, this is due to receipt of America Rescue Plan Act (ARPA) funding of \$8.7 million. The budget includes higher than normal transfers into the Highway Department. Equipment purchases were postponed last year due to the pandemic and the uncertainty of the County budget.

The Department of Labor was in contact with Mr. House regarding renovation work to the space currently occupied by the State's Employment Office in the County's Health Services Building. Several months ago the renovation project was approved by the State, now they are questioning the removal of one wall. The State said they will require anyone who enters their Office space— Department of Labor and Court System, to show they have been vaccinated; this includes building cleaners and anyone who shares 'common areas' with State personnel. Mr. House reviewed other demands, relating to possible COVID exposure, the State is requiring for their space in the Health Services Building. He stated if the State Department of Labor is not satisfied with the maintenance and personnel in the building they will have to find another space to lease.

Mr. House is on the Board of Directors of NYSAC and attended their conference earlier in the month. The group requested the State provide additional information on funding through the Distressed Hospital Fund and Aid to Localities. He reviewed other meetings attended during the month. The State released fiscal stress indicators and found Wayne County to have zero fiscal stress. Mr. Spickerman commended the County's budget process.

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Supervisors were informed a Committee of the Whole meeting is scheduled during next Tuesday's Finance Committee to discuss a potential broadband project in the County and the distribution of sales tax.

A lengthy discussion took place on Emergency Medical Services (EMS) in the County. The EMS Committee is reviewing the most recent report on emergency services within the County and how to decrease response times. There are areas in the County that do not have good coverage with the existing fly-car system. The EMS Committee met with emergency medical service providers to get input on improving the current system. If a County operated system would work best was questioned. Mr. Miller said this is a very important decision for the County to make. The EMS Committee will present their recommendations to the Public Safety Committee and full Board once they are finalized.

The Attorney General released a statement saying Wayne County could receive up to \$1.5 million in Opioid Crisis Settlement Funds. Funds must be expended on treatment, recovery and prevention.

The following transmittals were presented for the Human Resource Department:

--Authorization to adopt a personal appearance policy for County Offices. The policy would set a guideline for Departments, not dictate what staff wear. Mr. House reviewed circumstances that have occurred within County Departments that required this action. In general, the transmittal request staff dress professional when they come to work. Approved 5-0.

--Authorization for the Board of Supervisors to enter into collective bargaining with the Teamsters Union. Approved 5-0.

Mrs. Kalinski updated the Committee on staffing. There were 12 new full-time hires, nine part-time/substitute hires, three retirements and 13 staff resignations during September. The County expended \$149,000 on COVID related employee expenses since the beginning of the year. Originally, 10 Nursing Home employees opted not to receive the COVID vaccination and left employment; one employee received her vaccination and has since returned to work. There is concern that staff at SODEXO, the vendor for the Facility's cleaning and meal service, is having difficulty recruiting workers.

The State is requiring all State Mental Health facilities have their staff vaccinated by November 1st. It is anticipated this mandate will come down to the County's Mental Health Department at some time.

Mrs. Kalinski questioned if the residency requirement to take Civil Service tests could be removed. She noted most counties do allow this and there is the possibility Wayne County would

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have additional people applying for positions if tests are available to individuals in contiguous counties. The Committee approved this action.

The meeting adjourned at 10:23 a.m. The next meeting of the Government Operations Committee is scheduled for Thursday, November 4th at 9:00 a.m.