

MINUTES

GOVERNMENT OPERATIONS COMMITTEE

Tuesday, August 6, 2019 1:00 p.m.

Present: Supervisors Crane, Chatfield, Spickerman, Verkey, Emmel, Groat, Miller and LeRoy, County Administrator Rick House, Fiscal Assistant Ken Blake, Human Resource Officer Chris Kalinski, Insurance Specialist Brian Sams, County Clerk Michael Jankowski and County Attorney Dan Connors.

Minutes from the July 3rd Committee meeting were approved as written.

Mr. House updated the Committee on his activities. He has been conducting Department Head performance appraisals. Review of transmittals continues; efforts are made to make sure the documents are correct prior to being presented to Committee. He attended a meeting regarding the possible designation of a national marine sanctuary in eastern Lake Ontario to protect historically significant shipwrecks and related marine heritage resources. Mr. House has had discussions with a grant writer many school districts utilize regarding the possibility of this individual assisting the County in grant writing. The County budget process is going well; meetings have been scheduled with Standing Committees in September. Mr. House will be attending the upcoming NYSAC Conference along with Mr. LeRoy and other County employees as deemed necessary. If the County should pay for Supervisors to attend this conference was discussed. Mrs. Crane said NYSAC addresses many county issues. Mr. Miller said he would not mind the County incurring the expense; however, it should be budgeted in advance and it was not for this year. Mr. House said he believes this expense should be a full Board decision. The Committee agreed Supervisors would be allowed to attend the Conference and the County would pay this expense. If choosing to attend, a County travel request would have to be completed.

Mrs. Crane said she was looking at the Governor's press release regarding tourism along New York waterways; she was very disappointed it did not mention any locations in Wayne County.

Mr. Connors presented his monthly activities report. During July the Office reviewed or drafted 24 contracts and reviewed 49 certificates of insurance. Staff responded to 31 Freedom of Information requests, handled two Juvenile Delinquent cases and five Persons In Need of Supervision cases.

The following transmittals were referred to the Government Operations Committee:

--Authorization to fill the full-time vacant Assistant District Attorney position and set the salary. Mrs. Crane voiced concern that the request does not follow the rules set forth in the County's managerial/confidential schedule. Mr. Verkey stated the Department offered the suggested salary due to the new employee's experience when coming into the position. The individual would receive the same salary as the employee leaving the position and receive a 2.5% raise after six months of satisfactory employment. Mr. Spickerman said he would like to see the salary schedule take such issues like this into consideration. Mr. Miller noted the difficulty in fill attorney positions in the County. Approved 4-1, Supervisor Crane opposed the request.

--Authorization for the Chairman of the Board to sign an affiliation agreement with Roberts Wesleyan College for a student intern to work in the Public Defender's Office. Approved 5-0.

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--Authorization for the Chairman of the Board to sign an agreement with Wayne-Finger Lakes Board of Cooperative Education Services for a Deputy Sheriff School Resource Officer. The cost of the position will be paid for by BOCES. Approved 5-0.

--Authorization for the Chairman of the Board to sign an agreement with the Wayne Central School District for two Deputy Sheriff School Resource Officers; both positions will be utilized 10 months a year and paid for by the school district. Approved 5-0.

--Authorization to clarify Local Law No. 3 of 1997. The original law prohibits any individual from bearing or having in their possession openly or concealed firearms or guns. The change would establish a committee that would review requests from County employees who wish to carry and/or possess firearms while being in the building. Mrs. Crane questioned how the proposed Committee would make a decision on who would be allowed to carry a gun on County property. Approved 4-1, Supervisor Crane opposed the request.

--Authorizing for a Computer Services Assistant in the Department of Social Services to receive out of title pay while working in the vacated Information Technology Coordinator position. The amount owed comes to \$2,937. Approved 5-0. Mr. House said an effort is being made to have all staff members that provide IT services work in the IT Department and be farmed-out to Departments as needed.

--Authorization to create and fill the position of part-time Veterans Service Officer at a rate of \$18.20 an hour. The individual in the position will be accredited and able to assist with claims along with normal daily functions in the Office. Approved 5-0.

Supervisor LeRoy left the meeting at 1:45 p.m.

Mrs. Kalinski informed the Committee there were three retirements, two resignations, nine new full-time hires and 98 Workforce Development summer workers put on staff in July. Mr. House said there is a 90-day hold on filling positions of non-critical staff.

The following transmittals were presented for the Human Resource Office:

--Authorization to amend the County budget to pay Legal cost related to representation needed for contract negotiations. The request is to transfer \$60,000 from the County's contingency fund into the Human Resource budget. Approved 5-0. Mr. Blake stated the County's contingency account started the year with \$600,000 and has appropriated \$312,000 through June.

--Authorization to suspend the County contribution to the Disability Self-Insurance Fund. The fund currently has \$695,000 in cash with annual expenditures of \$80,000. Approved 5-0.

--Authorization for the Chairman of the Board to appoint members to a collective bargaining committee for contract negotiations with the Wayne County's Sheriff's Court Officer's Association. Approved 5-0.

--Authorization to adopt a change to the managerial/confidential position pay grade for the position of Payroll Clerk. This would have the new position of Payroll Clerk at a Grade 3. Mrs. Kalinski said this position was removed from the Union contract during negotiations. Approved 5-0.

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--Authorization to adopt a change to the managerial/confidential position pay grade for the position of Senior Payroll Clerk. This would place the new position in a Grade 4. Approved 4-1, Mr. Verkey opposed the request.

--Authorization to purchase two desks and transfer funds within the Human Resource budget for the cost of \$3,717. Approved 5-0.

--Authorization to establish 2020 Workers' Compensation Plan premium equivalents. Mr. Sams stated equivalents were reduced by 10% for the coming year. Approved 5-0.

Mr. Jankowski presented a transmittal requesting authorization for the Chairman of the Board to sign an addendum to the contract with US Imaging for back scanning services. The change would allow for the scanning of additional materials not listed in the existing contract. The additional cost in 2020 will be \$10,670 and in 2021 \$41,290. The total cost of the project will still be less than originally thought. Approved 5-0.

Mr. Jankowski calculated the local impact of E filing and E recording on the County Clerk's Office. After only a few months 56% of recordings and filings are coming into the Office completely digitally. The change to digitalization is changing the Office workload.

The County's DMV Office received a certificate for having over 50% of individuals who applied for their drivers' license sign up for organ donation.

The meeting adjourned at 2:15 p.m. The next meeting of the Government Operations Committee is scheduled for Thursday, September 5th at 9:30 a.m.