

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Monday, November 25, 2024

Call Meeting to Order

Government Operations Committee Chairman Pete Walrod called the meeting to order at 10:08 AM in the Supervisors Chambers, second floor, County Office Building, Wampsville, NY. Supervisor Walrod, Supervisor Reger, Supervisor Cavanagh (via Zoom), Supervisor Vosburg, Supervisor Shwartz and Supervisor During were present.

Others present: Board Chairman Jim Cunningham, Supervisor Corbin, County Administrator Mark Scimone, Chief ADA Robert Mascari, County Attorney Tina Wayland-Smith, 2nd Assistant County Attorney Melissa Felton, Human Resources Director Ryan Aylward, Human Resources Deputy Director Shawn Prievo, Compliance Officer Christina Kennedy, Finance Director Lou Anne Randall, IT Director Paul Lutwak, Emergency Management Director Dan Degear, EMS Director Jenna Illingworth, Clerk of the Board Emily Burns, and PIO Samantha Field.

Pledge of Allegiance.

Approval of Minutes

1. GOC Meeting Minutes 10/24/2024

On motion by Supervisor Vosburg, seconded by Supervisor Reger, the motion was made to Approve the October 24, 2024 meeting minutes. The motion was Passed.

Information Technology

1. Purchasing Equipment for Towns and Villages - discussion

Information Technology Director Paul Lutwak informed the Committee that he will be uploading two contracts for the December 12th Annual Session Meeting; 1) Usherwood copiers - cost increase due to additional copiers for ambulance buildings and increased lease rates, and 2) Taiden System upgrade - larger screens, better cabling and weighted voting option. We will be able to sell our current system to another county (Yates is interested) to help offset the costs.

Paul needs Government Operations Committee advice on a CAC request to give two laptops to City of Oneida police investigators from a grant they received to purchase laptops. IT would be buying them, so the laptops will be our assets. Paul is going to have Melissa Felton in the County Attorney's Office review the request and the grant details. Paul recommended there at least be some sort of resolution that removes responsibility of the laptops from the County. It is a 2025 grant so we have some time to review the request and get back to them.

Paul informed the Committee that Independent Contractors are capping liability on some of our contracts. Melissa Felton stated this is becoming a common theme due to

increased liability concerns with sensitive data. Sometimes we can push back, but other times we have no other option. County Attorney Tina Wayland Smith stated that if another option is not available, the Board will have to make a business decision about how they want to proceed. Board Chairman Jim Cunningham stated that increased insurance rates may be a factor. We may need to make contract adjustments.

We held a Cybersecurity Tabletop Exercise last week that went very well. Paul thanked all that attended; we had a great turnout. We had some great suggestions, and Paul would like to hold these at least annually. County Administrator Mark Scimone said that the State was very complimentary, saying it was one of the best tabletops they have attended and had trouble coming up with a weakness. Mark gave a shout out to GOC and the Board for the additional staff positions that they approved for IT. The State representatives were also impressed with the way IT and Emergency Management worked together so closely, which they rarely see.

Chairman Pete Walrod asked Paul if he had any information on our neighboring county that is struggling with an IT issue. Paul stated that he offered assistance, but they are trying to handle it on their own. Emergency Management Director Dan Degear said that this is a frustration we have with the State and other municipalities trying to keep their issues private. We can't protect ourselves from cybersecurity attacks without sharing information. Mark will address these concerns with NYSAC at the Administrators Meeting in February. Pete thanked Paul and his team for their hard work and the extra hours they put in to keep us safe.

Corporate Compliance

1. Department Update

Corporate Compliance Director Christina Kennedy reported the final Compliance Committee of the year was held. They went over the results of their effectiveness assessment and approved the work plan for 2025. Those items and the year-end report will go to Committee of the Whole on December 3rd. Christina is assisting Public health Director Eric Faisst with the EI Hub. Starting next week, Paul and Christina will be meeting with all the towns that we provide services for and talking with the Clerks about how we can provide compliance services using the software we already have at no cost. They will start with the towns of Lenox, Cazenovia and Hamilton. The towns will also have access to thousands of trainings that are available through NeoGov.

Public Information

1. Department Update

Public Information Officer Samantha Field provided the Committee with a new Madison County PIO monthly report that will give an overview of what her department is doing, including monthly press releases, social media engagement, videos, podcast link and topics, FOIL request counts, and other events and photos. The County Facebook account has over 12K followers. They also run 10 other County Facebook accounts. During the Board Retreat it was mentioned that we should survey residents on the

services we provide. We did a non-mandatory satisfaction survey prior to COVID and can bring it back again to do quarterly, if the Board would like. The prior survey was distributed to the Committee for review.

Resolutions

1. Reappointing an Election Commissioner

On motion by Supervisor Vosburg, seconded by Supervisor During, the motion was made to Approve the resolution. The motion was Passed.

2. Reappointing an Election Commissioner

On motion by Supervisor Vosburg, seconded by Supervisor During, the motion was made to Approve the resolution. The motion was Passed.

3. Appointing a Budget Officer and Deputy Budget Officer

Discussion: County Administrator Mark Scimone stated that the resolution requests \$18K for the Budget Officer stipend. Cindy Edick has been doing a lot of work with the budget year-round, and we have a major software upgrade next year that will require her help. The stipend was at \$15K a few years ago when we increased it to \$18K. Mark would like to increase it to \$20K for the next two years for the added work Cindy will be doing over the next two years.

On motion by Supervisor Shwartz, seconded by Supervisor Vosburg, the motion was made to modify the Budget Officer stipend to \$20K and Approve the resolution as modified. The motion was Passed.

4. Renewing the Stipends for On-Call System for Certain County Managers

On motion by Supervisor During, seconded by Supervisor Reger, the motion was made to Approve the resolution. The motion was Passed.

5. Authorizing the Chairman to Enter into an Agreement (WellNow Urgent Care)

On motion by Supervisor Reger, seconded by Supervisor Shwartz, the motion was made to Approve the resolution. The motion was Passed.

6. Establishing the Salaries of Certain Managerial/Confidential Employees for 2025

On motion by Supervisor Vosburg, seconded by Supervisor Shwartz, the motion was made to Approve the resolution. The motion was Passed.

7. Resolution of Appreciation - Retiree Recognition

On motion by Supervisor Shwartz, seconded by Supervisor During, the motion was made to Approve the resolution. The motion was Passed.

Other Committee Business

1. Executive Session - Litigation, Personnel, Salary Matters

A motion was made by Supervisor Vosburg to enter into Executive Session at 10:44

a.m. to discuss 1) discussions regarding proposed, pending or current litigation, 2) the medical, financial, credit or employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person, and 3) collective negotiations pursuant to article fourteen of the civil service law. Supervisor Shwartz seconded the motion, and it was unanimously carried.

A motion was made by Supervisor Vosburg to exit Executive Session at 12:03 p.m. Supervisor During seconded the motion, and it was unanimously carried.

Preferred Agenda

It was the consensus of the Government Operations Committee to allow any eligible resolutions from today's meeting to be added to the preferred agenda.

Next Meeting

The next Government Operations Committee meeting is to be scheduled as needed.

Adjourn

On motion by Melissa During, seconded by Rex Vosburg, the Board adjourned at 12:03 p.m.