

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Thursday, April 24, 2025

Call Meeting to Order

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

Others present: Board Chairman Jim Cunningham, Supervisors Roberts, Pinard, Corbin, and Daviau, County Administrator Mark Scimone, Treasurer Cindy Edick, Chief ADA Robert Mascari, County Attorney Tina Wayland-Smith, 2nd Assistant County Attorney Melissa Felton, Human Resources Director Ryan Aylward and Deputy Director Shawn Prieto, Finance Director Lou Anne Randall, Budget Analyst Susan McConnell, Compliance Officer Christina Kennedy, IT Director Paul Lutwak and Deputy Director Rob Verdon, Emergency Management Director Dan Degear, Public Information Specialist Ryan Coe, Sheriff Tood Hood (via Zoom), Undersheriff James Quatrone and Confidential Secretary Jennifer Keville.

Approval of Minutes

1. GOC Meeting Minutes 3/27/25

On motion by Supervisor During, seconded by Supervisor Vosburg, the motion was made to Approve the March 27, 2025 meeting minutes. The motion was Passed.

Purchasing

1. Procurement Report - April 2025

Finance Director Lou Anne Randall presented the Procurement Report for the month of March 2025. The Purchasing Office converted 435 purchase orders, released 6 bids and 10 quotes, and had a savings of \$542.85 from Amazon Business Prime and Lowes4Pros purchases. In the first quarter of 2025, 146 new vendors were created.

Public Information

1. PIO Report - April 2025

Public Information Specialist Ryan Coe reported that PIO Samantha Field worked with the Sheriff's Office and Emergency Management during the standoff in the Town of Sullivan by keeping the community informed of the situation and road closure. She also worked over the past month to get the Mass Communication System up and running along with seven press releases.

Regarding social media, our reach and engagement have been increasing. Fluff pieces have been posted to increase engagement, so the public is more likely to see the important items that are posted when they come up. Sam also did a podcast for the bicentennial celebration of the Erie Canal with County Historian Matt Urtz, Assistant

Director of Planning Jamie Kowalczy, and Senior Planner Jessica Geary.

Supervisor Rex Vosburg stated that the Hoffman Falls Wind Project public comment hearing was held at Madison Hall in Morrisville and was very crowded. Overall, the proposed 100-megawatt wind energy facility being considered for the Towns of Fenner, Nelson and Smithfield was opposed and people were able to have their say. Ryan stated that the social media post for the wind project went up on Facebook and Nextdoor and received a lot of engagement, shares and comments. Most reactions were angry faces, and it reached 22,000 people.

Corporate Compliance

1. Department Update

Corporate Compliance Officer Christina Kennedy continues to work with PIO Samantha Field to address the website's ADA requirements, OMIG has accepted the self-disclosure report from the Public Health Department. Approximately 35 preschool contracts went out earlier this month, and she will be performing a HIPAA due diligence review on each contractor and ensuring all the Medicaid and Corporate Compliance requirements are completed.

Christina was able to successfully import all of the employee information from the Towns of Lenox, Hamilton and DeRuyter into NeoGov and will reach out in the coming month to coordinate training on the system. Lastly, Paul Lutwak and Christina received the final draft of the HIPAA Security Risk Assessment, which showed a high level of performance in key areas.

Information Technology

1. IT Projects

Information Technology Director Paul Lutwak reported that he has two projects to discuss for the Committee's approval:

1. Need to replace the computers in all the Sheriff's patrol cars. They are all 6 or 7 years old and will not take Windows 11. The total cost estimate is \$155K with \$45K coming from contingency.
2. Due to DSS' State computers, we will need to supplement the duress system through the phone system, which can be expanded to the rest of the County phones. In the future, there are other options we can implement. The estimated cost is \$10K.

A resolution for the two projects was approved by Finance, Ways and Means contingent on this Committee's approval. It was the consensus of the Government Operations Committee to approve the two projects.

Human Resources

1. Department Update

Human Resources Director Ryan Aylward stated that Human Resources continues to support County department with recruitment and retention efforts. Chairman Walrod heard very positive comments from the County Clerk this morning on HR's efforts to fill positions.

Resolutions

1. Resolution of Appreciation - Retiree Recognition

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

2. Creating One Staff Social Worker Position in the Mental Health Department

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

3. Creating a Part-Time Position in the Veterans Service Agency

Discussion: Upon this Committee's approval, County Treasurer Cindy Edick will prepare a budget modification for the next Finance, Ways, and Means Committee meeting. County Administrator Mark Scimone recommended language be added stating that should the funding go away, so does the position.

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

4. Budget Modification (Information Technology)

This resolution was approved by the Finance, Ways, and Means Committee and provided to this Committee as Information Technology's home committee.

5. Creating a Full-Time Deputy Sheriff Lieutenant Position in the Sheriff's Office

Discussion: New Undersheriff Jim Quatrone (started in January 2025) introduced himself to the committee. Regarding the resolution to create a Deputy Sheriff Lieutenant Position that was pulled at last month's meeting, Jim provided additional information in hopes of having the position reconsidered. For the training position, it is important to have a Lieutenant with rank for accountability. Should anything go wrong, training is the first thing that is looked at. The Lieutenant put in that position will need to be replaced by promoting a Sergeant, and a Deputy will need to be promoted to Sergeant. The Sheriff will not be back-filling the Deputy position this year and possibly longer, helping to defray some of the costs of the promotions. Training has increased significantly along with safety protocols for law enforcement. Right now, several staff members are wearing a lot of different hats to manage and coordinate all the department's training needs. One person should be managing it. The Committee discussed further in Executive Session before voting on the resolution.

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

Other Committee Business

1. Carbon Free New York Zero - Emission Credit Program

Carbon Free New York (CFNY) provided a document summarizing CFNY's efforts to unite labor, business leaders, and community stakeholders to demonstrate support for extending the Zero-Emission Credit (ZEC) program, which expires in 2029. The ZEC program successfully prevented the premature closure of nuclear plants in Oswego and Wayne counties and is essential to both existing and new nuclear.

CFNY is conducting outreach now to build its membership. They asked for Madison County to join their growing list of supporters with occasional letters supporting NY's nuclear fleet and extending the ZEC program.

2. Executive Session - Litigation, Personnel Matters, Salary Matters

A motion was made by Supervisor During to enter into Executive Session at 10:39 a.m. to discuss 1) discussions regarding proposed, pending or current litigation, and 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. Supervisor Vosburg seconded the motion, and it was unanimously carried.

A motion was made by Supervisor During to exit Executive Session at 11:50 a.m. Supervisor Reger seconded the motion, and it was unanimously carried.

Preferred Agenda

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

Next Meeting - Thursday, May 29, 2025 @ 10AM

Adjourn

On motion by Rex Vosburg, seconded by Melissa During, the Board adjourned at 11:51 a.m.