

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Thursday, September 25, 2025

Call Meeting to Order

Government Operations Committee Chairman Pete Walrod called the meeting to order at 10:20 AM in the Supervisors Chambers, second floor, County Office Building, Wampsville, NY. Supervisor Walrod, Supervisor Reger, Supervisor Cavanagh, Supervisor Vosburg, Supervisor Shwartz and Supervisor During were present.

Others present: Board Chairman Jim Cunningham, Supervisors John Pinard and Tom Daviau, County Administrator Mark Scimone, Treasurer Cindy Edick, County Attorney Tina Wayland-Smith, 2nd Assistant County Attorney Melissa Felton, Finance Director Lou Anne Randall, Budget Analyst Susan McConnell, Public Information Officer Samantha Field, Compliance Officer Christina Kennedy, IT Director Robert Verdon, Human Resources Director Ryan Aylward, Deputy Human Resources Director Shawn Prievo, Chief ADA Robert Mascari, Emergency Management Director Dan Degear, Fire Coordinator Doug Shattuck, and Clerk of the Board Emily Burns.

Approval of Minutes

1. GOC Minutes 8/28/2025

On motion by Supervisor Cavanagh, seconded by Supervisor Vosburg, the motion was made to Approve the 8/28/2025 Government Operation Committee meeting minutes. The motion was Passed.

2. GOC and HBG Joint Meeting Minutes 9/11/25

On motion by Supervisor Cavanagh, seconded by Supervisor Vosburg, the motion was made to Approve the 9/11/2025 Government Operations Committee and Highway, Building and Grounds Committee joint meeting minutes. The motion was Passed.

Committee Chairman Pete Walrod reported that the Board of Elections Commissioners are on a State call and busy preparing for the General Election, so they will not be available for today's meeting.

Purchasing

1. Procurement Report — September 2025

Finance Director Lou Anne Randall shared Purchasing's September 2025 Procurement Report with the Committee. Randall reported that health insurance will be going up 5%, which is good compared to other municipalities that are seeing double-digit increases. Regarding the Insurance Broker RFP, there is a consensus to go with One Group for a 1-year contract. Finance will be working with the County Attorney's Office to get the contract settled before year-end. County Chairman Jim Cunningham inquired about the increase in our New York State Retirement costs. Randall stated that our costs are up \$1.1M for a total of approximately \$7.9M. It is a big part of our budget. An RFP was done for dental insurance and Delta Dental remains our best option. Many dentists no

longer participate in dental insurance plans; however, Delta Dental will reimburse a portion of the dental costs after they are paid by the insured.

Public Information

1. PIO Report - September 2025

Public Information Officer Samantha Field shared the September 2025 PIO Report with the Committee. She reported that a budget modification resolution was approved at this morning's Finance Committee Meeting for the Mass Communication System, which should be up and running soon. Starting in October, the PIO Office will begin working on a Brand Audit for Madison County. Since Sam started working here, community outreach and recognition has improved, and Public Information Specialist Ryan Coe's graphic talents have added to that effort. They will review their efforts and make sure everyone is on the same page.

Information Technology

1. Department Update

IT Director Robert Verdon stated that SEDARA is performing a Penetration Test on the County. They are currently trying to hack us and succeeding. We are also testing our WiFi through them. Additional probing includes department phone calls and office visits to see what information they can attain. SEDARA also provides 24/7 monitoring of all of our logs and calls us if they detect an anomaly, similar to an alarm system.

Corporate Compliance

1. Department Update

Compliance Officer Christina Kennedy stated that the Annual Compliance Program Workforce Survey went out last week, which is used to improve the program. She continues working to mediate the County website for ADA compliance. The Credit Card Audit will start on Monday.

Resolutions

1. Authorizing the Chairman to Enter into an Enterprise Agreement with Microsoft

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

2. Authorizing the Chairman to Enter into an Enterprise Agreement with Sedara

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

3. Creating Additional Special Patrol Officers in the Sheriff's Office

Discussion: The total budget for this program has grown to \$1.2M with the County share being \$600K. Board Chairman Jim Cunningham questioned if there might be grant funding that would allow us to change our percentage of contribution. County

Administrator Mark Scimone said we will look into this.

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

4. Modifying the 2025 Salary of a Management Confidential Employee

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

Other Committee Business

1. Awards Program - discussion

Board Chairman Jim Cunningham recommended starting an annual award program to celebrate the excellence and commitment exhibited by our County employees. Each annual awardee will be selected from candidates nominated by their peers. The success of Madison County is built on the efforts of those who work behind the scenes, and their peers know best who deserves to be honored. The Committee recommended getting the award program announced promptly and holding the first Awards Ceremony on the last day of Annual Session this year.

2. Deputy Fire Coordinator Position - discussion

Fire Coordinator Doug Shattuck shared that he plans to retire in late 2026 or early 2027. He feels it is important to have a successful transition with whoever will replace him. Even though it is a county position with county responsibilities, there are also many New York State requirements, training and credentials that need to be met, including managing, supervising and coordinating the mutual aid mobilization of our local resources to other counties that are impacted by a disaster. Because of the immense responsibility for this position, Doug recommends appointing a candidate that passes the upcoming Civil Service Fire Coordinator exam in the next budget year to work as a full-time, temporary Deputy Fire Coordinator in order to attain all the training they need both the County and State level and be prepared to take on the Fire Coordinator position upon Shattuck's retirement. The Deputy Fire Coordinator position would then cease to assist.

Shattuck went on to discuss the challenges facing fire departments. They are struggling with leadership and staffing of volunteer firefighters and rely on assistance from neighboring fire departments. It is not sustainable, and the 22 fire departments in Madison County will definitely require some merging and consolidation in the near future. The new Fire Coordinator will need to be prepared to motivate, coordinate, and manage these changes.

Supervisor Eve Ann Shwartz questioned the cost of the full-time Deputy Fire Coordinator position. Human Resources Director Ryan Aylward said he has approximately \$63,000, not including fringe benefits. County Administrator Mark Scimone stated that the budget cost will be whatever this Committee agrees upon and the necessary adjustments will be made.

3. Executive Session

A motion was made by Supervisor Vosburg to enter into Executive Session at 10:57 a.m. to discuss 1) 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 During seconded the motion, and it was unanimously carried.

A motion was made by Supervisor During to exit Executive Session at 2:30 p.m. Supervisor Vosburg 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, October 23, 2025 at 10 a.m.

Adjourn

On motion by Melissa During, seconded by Rex Vosburg, the Board adjourned at 2:30 p.m.