

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Thursday, October 23, 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 Meeting Minutes 9/25/25

On motion by Supervisor Reger, seconded by Supervisor Cavanagh, the motion was made to Approve the September 25, 2025 meeting minutes. The motion was Passed.

Board of Elections

1. Department Update

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

Purchasing

1. Procurement Report-October 2025

Finance Director Lou Anne Randall shared Purchasing's October 2025 Procurement Report with the Committee. The report showed 314 purchase orders were converted in September, and five bids, two mini bids and 11 quotes were released.

Public Information

1. PIO Update

Public Information Officer Samantha Field shared the October 2025 PIO report with the Committee. A resolution has been submitted to appoint the Confidential Secretary to the Board of Supervisors as the Records Access Officer and the County Administrator as the Appeals Officer. FOIL requests have increased both in number and complexity over the past several years, and these changes will help establish more consistent review methods with the County Attorney's Office and timelier request turnaround

times.

The Public Information Office has been working on branding for the County and will have an update soon. They are also working with Compliance Officer Christina Kennedy on the ADA compliance of the County website. A meeting was held with website administrators to establish a schedule for reviewing and updating department web pages.

Chairman Walrod recognized and congratulated Sam for receiving the Hugh Hastings Award as a non-historian that works to preserve and promote local history, and for representing Madison County so well. Sam stated the four individuals from Madison County were honored earlier this month at the State's Association of Public Historians Annual Conference, including our Historian Matthew Urtz. He received the Joseph F. Meany Award, highlighting his efforts to document local veteran history, as well as his book, "Honoring World War Casualties of Madison County".

Supervisor Rex Vosburg noted how much traffic the windmill demolition in the Town of Madison received on Facebook. Sam stated Public Information Specialist Ryan Coe provided a graph showing the increase in our Facebook followers in the past few years, most significantly this past year. County Administrator Mark Scimone stated that we have one of the most active county Facebook pages in the state.

Corporate Compliance

1. Department Update

Corporate Compliance Officer Christina Kennedy reported the annual compliance program effectiveness assessment is underway. A report will be presented to the Compliance Committee in November and then shared with the Board. Christina is in the process of conducting our annual risk assessment, which will be used to develop the work plan for 2026. This will also be shared with the Board in December. The annual compliance training is at approximately 90%. A billing and coding assessment will also be completed soon. Hancock Estabrook is reviewing our HIPAA policies to ensure they align with current regulatory updates and making recommendations for best practices. There was a minor privacy breach that has been addressed and the individual notified. As previously mentioned, we also have the website accessibility project underway. The PCI auditors have completed interviews with eight departments. The findings will be presented to Christina and IT Director Rob Verdon in two weeks.

Information Technology

1. Department Update

Information Technology Director Robert Verdon reported that the plug has been pulled on part of the old firewall, which has been a two-year process. County users will be migrated over to the new VPN over the next two months. IT has completed the County rollout of new computers and will work on replacing end-of-life devices at Town and Villages next. They are also working on IoT projects throughout the County including

new displays and user-friendly conveniences. Chairman Walrod asked how Rob was doing in his new Director role. Rob stated that it has been seamless so far. He also introduced IT Confidential Secretary Hali Sullivan to the Committee.

Human Resources

1. Department Update

Human Resources Director Ryan Aylward informed the Committee of a resignation in the HR Department. HR Associate Jennifer Keville has taken a position in Finance's Payroll office. After discussing with County Administrator Mark Scimone, a decision has been made to hold off filling the position. New York State Civil Service is currently transitioning, so we will be waiting to see what the changes will be and determine whether the position is needed. In the meantime, the funding for the position has been removed from the budget. Ryan attended a safety meeting yesterday in Oswego, and the windmill demolition was a popular topic of discussion. The HR office will be closed tomorrow as a team building day will be held at Delphi Falls.

Resolutions

1. Waiving the Rules for Resolutions

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

2. Fixing Time for Holding Meetings During 2026

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

3. Fixing Time and Date to Organize the Board in 2026

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

4. Designating Newspapers for 2026

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

5. Amending the Freedom of Information Law (FOIL) Policy

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

6. Adopting the Confidential Secretary to the Board of Supervisors as Records Access Officer

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

7. 2026 Delta Dental Renewal Agreement

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

8. 2026 Humana Renewal Agreement

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

9. 2026 MVP Health Care Renewal Agreement

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

10. 2026-2027 Three+One Agreement

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

11. Authorizing the Chairman to Enter into an Agreement with NeoGov

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

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

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

13. Authorizing the Chairman to Enter into an Agreement with OneGroup NY Inc.

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

14. Acknowledging Introduction of Proposed Local Law No. 6 for the Year 2025, fixing the salaries of certain County Official for the Year 2026

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

15. Local Law No. 6 for the Year 2025 - Fixing the Salaries of Certain County Officials for 2026

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

16. Determining SEQR Status Regarding the Conveyance of Certain Real Property in the Village of Cazenovia

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

Other Committee Business

1. Zoom Discussion

Clerk of the Board Emily Burns addressed the videoconferencing Local Law that was established during COVID and distributed a draft Videoconferencing in Public Meetings policies and procedures. The policy would establish procedures for the use of videoconferencing in public meetings. Do we want to adopt these procedures or rescind

the local law and not allow participation via ZOOM for Board meetings? Emily stated that videoconferencing can make meetings very complicated and technical, especially pertaining to voting. To rescind the local law, we would have to do that with another local law. If we are going to continue using ZOOM, Emily requests more lead time (minimum 24 hours) in order to accommodate. Second Assistant County Attorney Melissa Felton recommended that the Committee review the policies and procedures and provide her with any recommended changes. Once there is an agreement, we can withdraw or amend the current local law. Supervisor Eve Ann Shwartz understands that ZOOM can be challenging, but believes it can also be a great benefit and that 24 hours' notice is reasonable. County Administrator Mark Scimone recommended including language that the Board Chairman has the option to refuse videoconferencing to avoid abuse. Emily clarified that anyone can join Board meetings via ZOOM to listen in; approval is just needed in order to vote via video conference. A clear outline is needed that is fair to all. Board Chairman Jim Cunningham stated that joining via ZOOM can make it difficult to hear everything that is said, and voting shouldn't be allowed without all the information. Pete Walrod and Rex Vosburg also find it distracting and are not sure voting should be allowed by ZOOM. Eve Ann Shwartz, Mary Cavanagh and Tom Daviau believe voting by ZOOM is a necessary option. They all agree that adequate notice is important. Chairman Walrod asked the Committee to review the draft policies and procedures and bring back recommendations to the next meeting. Melissa Felton noted that the videoconferencing in public meetings law is scheduled to be repealed mid-year 2026, unless Governor Hochul extends it.

2. Executive Session - Litigation, Personnel and Salary Matters

A motion was made by Supervisor Shwartz to enter into Executive Session at 10:53 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 Vosburg seconded the motion, and it was unanimously carried.

A motion was made by Supervisor Vosburg to exit Executive Session at 12:50 p.m. Supervisor Cavanagh 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 - TBD (Annual Session)

Adjourn

On motion by Rex Vosburg, seconded by Mary Cavanagh, the Board adjourned at 12:53 p.m.