

Government Operations
Thursday, November 10, 2022 @ 9:00 AM
Chambers

AGENDA

9:00 AM Call Meeting to Order

Approval of Minutes

- Minutes - October 27, 2022

Resolutions:

1. Authorizing Attendance at an Out-of-State NACO Conference (NACo)
2. Appointing a Budget Officer and a Deputy Budget Officer
3. Creating an Assigned Counsel Attorney in the Office of Assigned Counsel
4. Renewing the Stipends for On Call System for Certain County Managers
5. Renewing a Stipend for the Emergency Medical Services Coordinator

Other Committee Business

1. MOTION TO ENTER EXECUTIVE SESSION
2. Litigation
3. Negotiations
4. Personnel Matter
5. Salary Matter

Preferred Agenda

Next Meeting:

1. To Be Determined

Adjourn

MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

COUNTY OFFICE BUILDING
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Ryan D. Aylward

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Government Operations **Thursday, October 27, 2022 @ 10:30 AM** **Chambers**

MINUTES

10:30 Call Meeting to Order
AM

DRAFT

M. Cavanagh called the meeting to order at 10:20 a.m.

Committee Members present: C. Moses, M. Roberts, R. Vosburg and P. Walrod

Others present: R. Aylward, J. Becker, E. Burns, J. Cunningham, D. Curtis, M. During, C. Edick, S. Field, K. Guinto, C. Kennedy, P. Lutwak, L. Randall, M. Scimone, T. Wayland-Smith, and E. Zehr

Approval of Minutes

- Minutes - September 29, 2022

Motion by Matt Roberts to approve the minutes from September 29, 2022. Second by Cliff Moses. The motion was Passed.

Resolutions:

1. Abolishing an Office Assistant II Position and Creating an Office Assistant-Claims Processor in the Mental Health Department

Motion by Cliff Moses to approve the motion. Second by Pete Walrod. The motion was Passed.

2. Amending the Social Media/Social Networking Policy and Procedures

Motion by Matt Roberts to approve the motion. Second by Rex Vosburg. The motion was Passed.

3. Authorizing Attendance at an Out-of-State NACO Conference (NACo)
Motion by John Becker to approve the motion. Second by Matt Roberts. The motion was Passed.
4. Authorizing the Modification of the 2022 Adopted County Budget (ARPA)
Motion by Cliff Moses to approve the motion. Second by John Becker. The motion was Passed.
5. Authorizing the Modification of the 2022 Adopted County Budget (ARPA)
Motion by Rex Vosburg to approve the motion. Second by Matt Roberts. The motion was Passed.
6. Authorizing the Modification of the 2022 Adopted County Budget (ARPA)
Motion by Cliff Moses to approve the motion. Second by Matt Roberts. The motion was Passed.
7. Authorizing Commencement of a Lawsuit
Motion by Pete Walrod to approve the motion. Second by Cliff Moses. The motion was Passed.
8. Authorizing the Transfer of Real Property
Motion by Rex Vosburg to approve the motion. Second by Matt Roberts. The motion was Passed.
Abstain: Moses
9. Authorizing the Chairman to Enter Into an Agreement with L.G. Boucher
Motion by Pete Walrod to approve the motion. Second by Matt Roberts. The motion was Passed.
10. Authorizing the Chairman to Enter into an Agreement with ProArch Technologies
Motion by Rex Vosburg to approve the motion. Second by Matt Roberts. The motion was Passed.
11. Authorizing the Chairman to Enter into an Agreement with Microsoft
Motion by Cliff Moses to approve the motion. Second by Pete Walrod. The motion was Passed.
12. Authorizing the Chairman to Renew and Agreement with OneGroup for Professional Consulting Services
Motion by Pete Walrod to approve the motion. Second by Rex

Vosburg. The motion was Passed.

13. Authorizing the Renewal of an Agreement with Delta Dental
Motion by Rex Vosburg to approve the motion. Second by Matt Roberts. The motion was Passed.
14. Authorizing the Renewal of an Agreement with MVP Health Care
Motion by Cliff Moses to approve the motion. Second by Matt Roberts. The motion was Passed.
15. Authorizing the Chairman to Enter into an Agreement (WellNow Urgent Care)
Motion by Pete Walrod to approve the motion. Second by Rex Vosburg. The motion was Passed.
16. Designating Newspapers for 2023
Motion by Matt Roberts to approve the motion. Second by Pete Walrod. The motion was Passed.
17. Authorizing Attendance at an Out-of-State Conference (Planning Department)
Motion by Matt Roberts to approve the motion. Second by Cliff Moses. The motion was Passed.
18. Authorizing the Chairman to Enter into an Enterprise Agreement with Day Automation
Motion by Matt Roberts to approve the motion. Second by Cliff Moses. The motion was Passed.

Other Committee Business

M. Scimone reviewed the Employee Engagement Survey with committee members.

1. Information Technology - Shared Services & Security
P. Lutwak discussed the shared services the Information Technology Department is providing the Towns and Villages.
2. MOTION TO ENTER EXECUTIVE SESSION
Motion by Rex Vosburg to Enter Executive Session. Second by Matt Roberts. The motion was Passed.
Motion by Matt Roberts to Exit Executive Session. Second by John Becker. The motion was Passed.
3. Litigation
4. Labor Relations

5. Negotiations

Preferred Agenda

It was the consensus of the committee to allow any eligible resolutions from today's meeting to be added to the preferred agenda. All resolutions were voted on and approved by the committee.

Next Meeting:

1. To Be Determined

Adjourn

Motion by Matt Roberts to adjourn the meeting. Second by Rex Vosburg. The motion was Passed.

RESOLUTION NO. 22 _____

**AUTHORIZING ATTENDANCE AT AN OUT-OF-STATE CONFERENCE
(NACo for PIO)**

WHEREAS, the 2023 NACo Legislative Conference will be held in Washington D.C. from February 11 - 14, 2023; and

WHEREAS, the 2023 NACo Legislative Conference provides education and communication among all Counties throughout New York State and is beneficial for members of the Madison County Government to be in attendance; and

WHEREAS, Mark Scimone, County Administrator has requested that Samantha Field, Public Information Officer attend said conference; and

WHEREAS, this request has been approved by the Government Operations Committee;

NOW, THEREFORE, BE IT RESOLVED, that Samantha Field be and hereby is authorized to attend said conference at a cost not to exceed \$ 3,000.00.

Dated: November 17, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

APPOINTING A BUDGET OFFICER AND A DEPUTY BUDGET OFFICER

WHEREAS, by Resolution No. 433-11, Cindy Edick, County Treasurer was appointed as Budget Officer commencing January 1, 2012; and

WHEREAS, Mark Scimone was appointed as Deputy Budget Officer commencing January 1, 2012; and

WHEREAS, the Finance, Ways and Means and Government Operations Committees recommend that Cindy J. Edick, County Treasurer be appointed as Budget Officer and that Mark A. Scimone, County Administrator be appointed Deputy Budget Officer for the 2023 calendar year,

NOW, THEREFORE, BE IT RESOLVED that Cindy J. Edick be and hereby is appointed Budget Officer and shall receive the stipend of \$18,000, paid on a biweekly basis effective January 1, 2023,

BE IT FURTHER RESOLVED that Mark A. Scimone be and hereby is appointed Deputy Budget Officer effective January 1, 2023 again at no additional compensation.

Dated: December 1, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

Matthew Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

**CREATING AN ASSIGNED COUNSEL ATTORNEY IN THE OFFICE OF
ASSIGNED COUNSEL**

WHEREAS, the Assigned Counsel Administrator has reviewed the staffing structure of the office and has been determined the need for an Assigned Counsel Attorney; and

WHEREAS, this position is fully funded by New York State Indigent Legal Services; and

WHEREAS, this request has been reviewed and approved in accordance with the vacancy review procedure by the Government Operations Committee,

NOW, THEREFORE BE IT RESOLVED that one (1) full-time Assigned Counsel Attorney position be and hereby is created in the Office of Assigned Counsel,

BE IT FURTHER RESOLVED that the title of Assigned Counsel Attorney be allocated to Grade G of the Management Compensation Plan,

BE IT FURTHER RESOLVED, the County Administrator be and hereby is authorized to fill said position in accordance with the Civil Service Law and Rule and Policy and Procedure effective immediately at a salary not to exceed X.

Dated: November 17, 2022

Mary B Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**RENEWING THE STIPENDS FOR THE ON-CALL
SYSTEM FOR CERTAIN COUNTY MANAGERS**

WHEREAS, management personnel in the Public Health and Maintenance Departments provide on-call coverage; and

WHEREAS, the Board of Supervisors has approved stipends for these managers since 1994; and

WHEREAS, the Government Operations Committee has reviewed the compensation for this on-call system and recommends that the Board authorize continuation of these stipends,

NOW, THEREFORE BE IT RESOLVED that the manager in the Maintenance department shall receive \$75.00 per week when providing primary or backup on-call coverage,

BE IT FURTHER RESOLVED that the managers in the Public Health Department shall receive \$200.00 per week when providing on-call coverage,

BE IT FURTHER RESOLVED that these rates are effective through December 31, 2023.

Dated: December 1, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee

RESOLUTION NO. _____

**RENEWING A STIPEND FOR THE
EMERGENCY MEDICAL SERVICES COORDINATOR**

WHEREAS, the Madison County Office of Emergency Management is currently operating an Advanced Life Support First Response (ALSFR) “Medic-car” trial program funded by the American Recovery Funds; and

WHEREAS, the Emergency Medical Services Coordinator is responsible for the daily operations of the ALSFR “Medic-car” program, including policy development and personnel management; and

WHEREAS, the Government Operations Committee recommends that a stipend be provided to the Emergency Medical Services Coordinator for the additional duties related to the management of the ALSFR “Medic-car” program; and

WHEREAS, funding for said stipend is allocated in the Emergency Management ARPA Budget;

NOW, THEREFORE BE IT RESOLVED, that a stipend of \$2,500 be and hereby is established for the Emergency Medical Services Coordinator for the 2023 calendar year payable on a biweekly basis effective immediately.

Dated: December 1, 2022

Mary B. Cavanagh, Chairwoman
Government Operations Committee