

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Thursday, February 26, 2026

Call Meeting to Order

Government Operations Committee Chairman Pete Walrod called the meeting to order at 10:14 a.m. in the Supervisors Chambers, second floor, County Office Building, Wampsville, NY. Supervisor Walrod, Supervisor Samsel, Supervisor Reger, Supervisor Vosburg, and Supervisor Kinville were present.

Others present: Board Chairman Jim Cunningham, County Administrator Mark Scimone, Supervisors Thomas Daviau and Mary Cavanagh, County Attorney Tina Wayland-Smith, 2nd Assistant County Attorney Melissa Felton, Human Resources Director Ryan Aylward, Deputy Human Resources Director Shawn Prieto, Finance Director Lou Anne Randall, Corporate Compliance Officer Christina Kennedy, Public Information Officer Samantha Field, IT Director Robert Verdon, Elections Commissioner Mary Egger, Confidential Secretary to the Board of Supervisors Jennifer Cossette, and District Attorney Robert Mascari.

Approval of Minutes

1. GOC Meeting Minutes 1/22/2026

On motion by Supervisor Vosburg, seconded by Supervisor Kinville, the motion was made to Approve the January 22, 2026 meeting minutes. The motion was Passed.

Purchasing

1. Procurement Report

Finance Director Lou Anne Randall stated that Purchasing's Procurement Report was provided to the Committee. Finance and Purchasing continue to hold monthly purchasing meetings. The annual Health Insurance Task Force review meeting will be held on March 31st, with the results being shared with this Committee.

Public Information

1. PIO Department Update

Public Information Officer Samatha Field provided her monthly PIO update to the Committee. Sam continues working with Compliance Officer Christina Kennedy on accessibility of the Madison County website. Her office is also working with the Board of Elections on a new "I Voted" Sticker Contest. A press release will be going out to schools and the media for Madison County youth/students to provide drawings to enter into the contest. Social media posts are doing very well, with a 13% increase in followers last year. It is hopeful this resource will help Human Resources with recruitment. Some recent employment posts were boosted to get more exposure.

Corporate Compliance

1. Compliance Department Update

Compliance Officer Christina Kennedy provided her monthly Compliance Department Update to the Committee, which included information on the two resolutions she has on the agenda, compliance program monitoring activities, status updates on the 2026 Compliance Work Plan and Website Accessibility Compliance Project. Based on the volume and complexity of the legacy documents currently hosted on the County's website, remediation is expected to extend beyond the initial implementation milestone of April 2026. Christina is prioritizing compliance and looking for a software solution that may help speed up the process.

Information Technology

1. Department Update

Information Technology Director Robert Verdon stated that several staffing changes are happening at the moment. Two of his employees went to Cortland County, and their positions are being filled by current employees. The vacancies will be posted. Rob is hoping to modify the vacant Help Desk Coordinator position into a manager role. More details will be shared for approval at the next Committee meeting. IT's Confidential Secretary is moving out of the area, so Rob will need to fill her vacancy. In addition, Deputy Director of Information Technology is currently posted through next week.

IT is replacing servers in the County Office Building basement. This project is being moved up a year to reduce licensing costs.

Human Resources

1. Department Update

Human Resources Director Ryan Aylward received unofficial word from the State that they will be extending the HELPS Program through the rest of 2026, possibly longer. This is good as it allows us to be more flexible with our recruitment efforts.

Board of Elections

1. Department Update

Elections Commissioner Mary Egger reported that they have some village elections next month, petitions are out for signatures, and they are preparing for primary season. There have been no updates on the odd/even year litigation.

Resolutions

1. Proclamation Recognizing Public Health Week April 6-12, 2026

The Committee was made aware that a proclamation declaring April 6-12, 2026 as Public Health Week in Madison County will be presented at the March 10, 2026 Board Meeting.

2. Resolution of Appreciation - Retiree Recognition

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

3. Changing the Location of a Regular Board Meeting

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

4. Amending the Corporate Compliance Plan and related policies

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

5. Amending the HIPAA Notices of Privacy Practices

On motion by Supervisor Kinville, seconded by Supervisor Samsel, the motion was made to Approve the resolution. The motion was Passed.

6. Amending the Respiratory Protection Program Policies and Procedures

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

7. Establishing a Gender-based Violence and the Workplace Policy

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

8. Creating a Full-Time Position in the Highway Department

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

9. Strongly Urging Immediate Review of Electric Delivery Charges, Demanding Improved Cost Controls and Transparency, and Authorizing Formal Complaints to the New York State Public Service Commission Regarding the Escalating Cost of Electricity

Discussion: County Administrator Mark Scimone stated that Town of Lenox Supervisor Meghan Samsel shared this resolution, which was put together by the Town of Cincinnatus, with County Administrator Mark Scimone. The resolution cites unjustified, high costs that threaten rural residents, calling for accountability, transparency, and stricter cost controls on utility companies. Mark shared it with Towns and Villages for consideration and believes we should look at it for the County as well. We are getting a lot of pressure from constituents regarding this issue, and Mark recommends we proceed with this resolution. He is waiting to get feedback from Village of Hamilton Administrator/Attorney James Stokes. He will share that feedback with the Committee, and the resolution can be amended if needed.

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

Other Committee Business

1. Town Website Hosting and accessibility - Discussion

Public Information Officer Samantha Field stated that ADA Compliance is required for

the County website as well as towns and other municipalities. In addition, there is a new requirement that those with populations of 1,500 or more must establish and maintain an official website with a ".gov" domain name by April, 26, 2027. A document was provided that shared the minimum requirements for town websites, along with additional resources. Compliance Officer Christina Kennedy prepared a chart of current Town and Village populations, website type, and whether they are in compliance.

Currently, three Towns and one Village are hosted on the Madison County website. It was discovered that one of those towns also has a .com website, so they will be removed from the County website. There are currently no agreements with the municipalities that are hosted on the County website, and HR Associate Christine Coe updates them as needed. Recommendations are needed to determine the criteria for the County to take on more town/village websites, and how they will be maintained. Christina stated that we are allowed to host municipalities of less than 1,500 and are willing to provide the training required to get everyone up to speed on the regulations and processes for remediation; however, the responsibility of the web pages should remain with the respective municipalities.

It was a consensus of the Committee that municipalities that are currently hosted on the County website with populations of less than 1,500 can remain on the County website, but must adhere to ADA compliance requirements. County Attorney Tina Wayland-Smith recommended coming up with criteria for these municipalities to meet, along with having them sign an agreement with the County. No additional towns or villages may be added to the County website.

2. EMS Host Community Funding Report - Supervisor Melissa During

Due to Supervisor During's absence, this item will be moved to next month's meeting.

3. Executive Session - Litigation, Personnel and Salary Matters

A motion was made by Supervisor Samsel to enter into Executive Session at 11:16 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 Reger seconded the motion, and it was unanimously carried.

A motion was made by Supervisor Vosburg to exit Executive Session at 12:59 p.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, March 26th at 10 a.m.

Adjourn

On motion by Kyle Reger, seconded by Rex Vosburg, the Board adjourned at 1:00 p.m.

