

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Thursday, April 30, 2026

Call Meeting to Order

Government Operations Committee Chairman Pete Walrod called the meeting to order at 10:04 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, Supervisors Mary Cavanagh and Thomas Daviau, County Administrator, County Attorney Tina Wayland-Smith, 2nd Assistant County Attorney Melissa Felton, Human Resources Director Ryan Aylward, Elections Commissioners Mary Egger and Laura Martino, Finance Director Lou Anne Randall, Public Information Officer Samantha Field, IT Director Robert Verdon, Clerk of the Board Emily Burns, Treasurer Cindy Edick, Budget Analyst Susan McConnell, and District Attorney Robert Mascari.

Approval of Minutes

1. GOC Meeting Minutes 3/26/26

On motion by Supervisor Reger, seconded by Supervisor Samsel, the motion was made to Approve the March 26, 2026 meeting minutes. The motion was Passed.

Board of Elections

1. Department Update

Elections Commissioner Mary Egger reported that the Board of Elections is getting ready for the primary. They have all of their school ballots and village ballots are almost done. Elections Commissioner Laura Martino added that they have received certification of the primary from the State. There will be three Democrats on the primary ballot for Comptroller. Mary stated that the Even Year Election Law litigation is still in Federal Court.

Purchasing

1. Procurement Report - March 2026

A Procurement Report for the month of February 2026 was provided in the Committee packet. Finance Director Lou Anne Randall stated that Purchasing and Finance have been holding group sessions on invoicing, PCard use, etc. with approximately 24 people attending monthly.

Board of Supervisors

1. FOIL Quarterly Update

A FOIL Quarterly Update was provided in the Committee packet. Clerk of the Board Emily Burns reported that the number of requests continues to increase with 232 requests so far this year. That is a 40% increase from the same time last year. Records Access Officer Jennifer Cossette is doing a great job keeping up and has closed 251 FOIL requests in the first quarter of 2026. She is also handling the majority of the record redactions. Assuming the trend continues, we could see 1,000 FOIL requests this year.

Public Information

1. PIO Monthly Report

Public Information Officer Samantha Field provided a report of Public Information Office activities over the past month. Public Information Specialist Ryan Coe has been busy promoting Donate Life with the County Clerk's Office. A press conference and raffle drawing will be held this afternoon to wrap up this year's fundraiser. Samantha attended a Department of Homeland Security and Emergency Services' Family Assistance Training with the Office of Emergency Management.

Samantha and Ryan are working with several departments to promote their activities and events. They are also working with Buy Madison to share stories of women farmers in our community and celebrate them for the Year of the Woman Farmer.

Supervisor Michelle Kinville addressed Veteran's bronze plaques that are being stolen from local cemeteries. In order to get a new one free-of-charge, you must get a police report. She recommended getting information out to the public on the process for getting a replacement. Samantha will discuss getting this information out in coordination with the Sheriff's Office.

As Chairman of the Criminal Justice Committee, Supervisor Rex Vosburg gave a shout-out to the 911 Center for the great job they do handling an average of 184 calls per day. We hear very little about their efforts in supporting our first responders and keeping our community safe, which means they are doing an excellent job.

Corporate Compliance

1. Corporate Compliance Department Update - Report

County Administrator Mark Scimone stated that Compliance Officer Christina Kennedy is at a conference, but provided her monthly Compliance Department Update Report to the Committee, along with two resolutions.

The Committee discussed training emails that they receive, and their reluctance to open them in the event they are phishing emails or meant for County employees. Emily will touch base with Christina to see if there are any outstanding training requirements for supervisors.

Information Technology

1. Department Update

IT Director Rob Verdon has been busy filling vacancies in his department. He has finalists for Deputy Director and Confidential Secretary that will start in May. He expects them both to be great assets to the IT Department and Madison County as a whole. Rob will be holding interviews next week for Computer Support Specialist.

IT has been working on room and switch closet location cleanups. Rob thanked Chairman Cunningham for giving up some office space for the new Chambers IT closet. It will help with space requirements as IT needs change going forward. KnowBe4 cybersecurity trainings will go live in May. Notice will be sent out a couple of days prior.

Resolutions

1. Resolution of Appreciation - Retiree Recognition

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

2. Amending the HIPAA Privacy Policies and Procedures Manual

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

3. Designating Certain Departments as Business Associates of the Madison County Hybrid Covered Entity and Approving the Execution of Inter-department Business Associate Agreements

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

4. Authorizing the Chairman to Amend an Agreement With PROACT, Inc., for Pharmacy Prescription Drug Benefit Plan

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

5. Stop Loss - Confidentiality & Data Use Agreement/NDA

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

6. Authorizing the Chairman to Enter into an Agreement with CSEA Employee Benefit Fund

Discussion: Second Assistant County Attorney Melissa Felton requested separate CSEA White and Blue Collar resolutions because they are two separate agreements. Clerk of the Board Emily Burns stated that she would work with the County Attorney's Office make the correction with the Committee's approval.

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

7. Guardian Life Insurance Company for Disability Benefit Claims

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

8. Creating Four Paramedic Positions in the Office of Emergency Management

Discussion: Human Resources Director Ryan Aylward stated Emergency Management Director Dan Degear is requesting additional paramedic position to help retain staff. New staff will not be added; four EMTs are being reclassified as Paramedics. County Administrator Mark Scimone recommended modifying the resolution to *reclassify* positions rather than *create* positions. With the Committee's approval, Ryan will modify the resolution.

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

9. Creating Intern Positions in the District Attorney's Office

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

Other Committee Business

In regards to the stolen veterans' plaques, Supervisor Meghan Samsel stated that she has been working with the Sheriff's Office on the issue, and Investigator Jesse Christian has been assigned to the case. She has a Facebook post with contact information. Additionally, the Town of Lenox is in search of a Codes Officer. Please send any potential candidates her way.

Supervisor Rex Vosburg asked District Attorney Robert Mascari what the penalties would be for stealing the veterans' plaques from cemeteries. Mascari stated that larceny and grave desecration would be the charges, minimally. Depending on the value, it could be grand larceny.

1. Executive Session - Litigation, Personnel and Salary Matters

A motion was made by Supervisor Vosburg to enter into Executive Session at 10:43 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 Samsel seconded the motion, and it was unanimously carried.

A motion was made by Supervisor Samsel to exit Executive Session at 11:34 a.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, May 28th at 10AM

Adjourn

On motion by Supervisor Kinville, seconded by Supervisor Vosburg, the motion was made to adjourn at 11:35 a.m.