

MADISON COUNTY GOVERNMENT OPERATIONS COMMITTEE

Meeting Agenda - Thursday, July 30, 2026

Call Meeting to Order

Government Operations Committee Chairman Pete Walrod called the meeting to order at 10:03 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 Mark Scimone, 2nd Assistant County Attorney Melissa Felton, Human Resources Director Ryan Aylward, Finance Director Lou Anne Randall, Public Information Officer Samantha Field, Corporate Compliance Officer Christina Kennedy, IT Director Robert Verdon, Elections Commissioner Mary Egger, Clerk of the Board Emily Burns, Confidential Secretary Jennifer Cossette, Treasurer Cindy Edick, and District Attorney Robert Mascari

Approval of Minutes

1. GOC Minutes 6/25/26

On motion by Supervisor Reger, seconded by Supervisor Vosburg, the motion was made to Approve the June 25, 2026 meeting minutes. The motion was Passed.

Board of Elections

1. Department Update

Elections Commissioner Mary Egger distributed an Election Districts map for the Town of Lenox to the Committee. The Village of Canastota has moved their election to November to coincide with the Town of Lenox election. We cannot have a split ballot in a district; the Village election has to stand alone. There is a proposal coming that will be discussed this afternoon with our voter registration representative to look at the numbers, wait and drive times, and plot out the poll sites. Mary expects minimal changes and a mailer will go out to the voters that are affected. This will eventually be looked at with other Towns and Villages also, as we can't have 2 ballots for one election district. Between the consolidated and even-year elections, it will also make for longer ballots.

Board of Elections has a table at the Madison County Fair with a focus on election inspector recruitment. There are three election inspector classes next week and one scheduled for September so far. On August 12th, the Board of Elections will be joining IT and Emergency Management for a Cybersecurity Road Show in Oriskany. The Election Commissioner Association Summer Conference will be held at Turning Stone in Verona next month. The last day to get items (i.e. propositions, changes) on the ballot is August 3rd.

Chairman Walrod asked if Madison County elections are secure. Mary assured the Committee that our elections are secure and welcomes anyone to stop in to review their

policies and procedures and join them on election night.

Purchasing

1. July 2026 Procurement Report

Finance Director Lou Anne Randall stated that the July 2026 Procurement report was provided in the meeting packet. An insurance meeting was held with OneGroup last month. This month's insurance bill was lower, and we hope the trend continues. However, a double-digit rate increase is expected. The Committee will be kept informed as we go forward.

Board of Supervisors

1. FOIL Quarterly Update

Confidential Secretary Jennifer Cossette provided the Committee a report on FOIL requests. Through the end of June, we have had 599 FOIL requests, which is an increase of 82% from 2025. To date, 568 requests have been closed. Jennifer is now making most of the record redactions, so fewer are going to legal.

A new software license was acquired that allows Jennifer to redact Body Work Camera (BWC) videos. Jennifer is also evaluating our current request management software to determine if a different package may automate redactions to assist with the growing number of requests. Jennifer estimates at least 80% of her day is spent managing FOIL requests. Second Assistant County Attorney Melissa Felton stated that 599 FOIL request does not account for the number of requests that are within each request.

Public Information

1. July 2026 PIO Report

Public Information Officer Samantha Field provided the July 2026 PIO report to the Committee. Her department has been busy with Mike's Monday Message and Buy Madison Women Farmers videos. Samantha and Ryan will be heading to the Madison County Fair this afternoon.

A new Madison County Photo Contest has been announced in conjunction with Madison County Tourism. The Public Information Office is also collaborating with Historian Matt Urtz on collecting 9/11 stories from Madison County residents on their first-hand accounts and how they were affected. The newsletter will be going out soon, and supervisors were reminded that Towns are welcome to submit items for the newsletter.

Samantha gave a shout out to her intern Brendon for all of his help as he heads back to college.

Clerk of the Board Emily Burns requested that the Finance, Ways and Means and Government Operations Committees consider moving their meetings next year, so we can have a better supervisor and department head presence for the ribbon cutting at

the Madison County Fair.

Corporate Compliance

1. Department Update

Corporate Compliance Officer Christina Kennedy provided several resolutions for policy amendments and adoption of an Artificial Intelligence Governance Policy. There is also a new Intranet hub on our website with all the Corporate Compliance policies.

Information Technology

1. Department Update

Information Technology Director Robert Verdon thanked Christina Kennedy for doing the majority of the heavy lifting on the policy amendments. The rewiring of Public Health has been successfully completed. The annual training has gone out and is approximately 40% complete. Reminders will be sent out to Department Heads for those that need to complete the training.

The 18-month Firewall and VPN migration is complete and should be good for 10 years. This fall, IT will plan to start to plan our server migration. Rob stated that his new hires, Deputy Director Patrick Cronn and Confidential Secretary Kylee Lewis are doing very well getting up and running.

Human Resources

1. Department Update

Second Assistant County Attorney Melissa Felton worked with HR Deputy Director Shawn Prieto on creating a mechanism to collect overpayments for wages. Finance Director Lou Anne Randall asked if this resolution could be tabled as her department has some questions. It was a consensus of the Committee that the resolution would be tabled until next month.

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 Video Recording Policy

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

3. Amending the Social Media/Social Networking Policy

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

4. Amending the Written Information Security Policy

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

5. Amending the Cyber Security Citizens' Notification Policy

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

6. Amending the Software Vetting Policy

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

7. Adopting an Artificial Intelligence Governance Policy

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

8. Adopting a Recovery and Correction of Payroll Overpayments Policy

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

9. Authorizing the Modification of the 2026 Adopted County Budget (County Attorney)

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

Other Committee Business

1. Executive Session - Litigation, Personnel and Salary Matters

A motion was made by Supervisor Samsel to enter into Executive Session at 10:49 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 12:32 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, August 27th @ 10AM

Adjourn

On motion by Meghan Samsel, seconded by Michelle Kinville, the Board adjourned at 12:34 p.m.

