



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive
2nd Floor, Room 204
Canandaigua, NY 14424

February 7, 2018

**MEMBERS
PRESENT**

Supervisors Jeffery Gallahan, Frederick Wille, Gregory Westbrook, and Todd Campbell. Gregory Bendzlowicz, Dominick Vedora, and David Baker were declared necessarily absent.

**OTHERS
PRESENT**

In addition to Committee Members: Chairman Jack Marren, County Administrator Mary Krause, Deputy County Administrator Brian Young, Director of Finance Mary Gates, Sheriff Povero, Safety Coordinator Sherman Manchester, Assistant County Attorneys Holly Adams, Lea Nacca, and Michael Reinhardt, Real Property Director Robin Johnson, Human Resource Director Michele Smith, Human Resource Deputy Director Lindsey Burgess, Grants Coordinator Peter Brown, Public Health Director Mary Beer, Purchasing Director Debra Gierman, and Clerk to the Board Karen DeMay.

CALL TO ORDER

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:30 PM by Committee Chairman Gallahan.

MINUTES

Motion to approve the minutes of January 17, 2018 made by Supervisor Westbrook, seconded by Supervisor Wille and carried.

**REAL PROPERTY
TAX SERVICES**

Director Robin Johnson presented a resolution entitled, "RESOLUTION OF APPROVAL, CORRECTION OF ERROR-2018 COUNTY/TOWN TAX ROLLS". She explained that the parcel was assessed as improved property including a structure that was subsequently removed but not reported to the assessor nor the building department. It is proper to issue a credit/correction.

Motion to approve this resolution made by Supervisor Campbell, seconded by Supervisor Westbrook and carried.

PURCHASING

Purchasing Director Debra Gierman presented a resolution entitled, "ACCEPTANCE OF PROPOSAL AND AUTHORIZATION TO CONTRACT WITH TRANSPRO CONSULTING LLC, TO PROVIDE PUBLIC RELATIONS AND MARKETING SERVICES FOR VARIOUS COUNTY DEPARTMENTS AND FINGER LAKES COMMUNITY COLLEGE". Ms. Gierman noted this contract for public relations and marketing services will address requirements in both Ontario County and FLCC and serve a new shared services plan. The rate quoted in the approved proposal of TransPro Consulting is a blended rate satisfying prerequisites of both county and college. County Administrator Mary Krause added four responses were received, two were interviewed and one was backed out. TransPro Consulting is recommended.

Motion to approve this resolution made by Supervisor Campbell, seconded by Supervisor Westbrook and carried.

**COUNTY
ADMINISTRATOR**

Three items were presented:

1. Ms. Krause requested approval for RTS Chair Geoff Astles to receive reimbursement for approved mileage to attend required meetings in Rochester; approximately three meetings a month. There are adequate funds in mileage line item to pay this.

Motion to approve this request made by Supervisor Campbell, seconded by Supervisor Westbrook and carried.

2. Deputy County Administrator Brian Young presented a resolution entitled, "AUTHORIZATION TO CONTRACT WITH VARIOUS ONTARIO COUNTY SCHOOL DISTRICTS FOR USE OF VOTING MACHINES". **Motion to approve** this resolution made by Supervisor Campbell, seconded by Supervisor Westbrook and carried.
3. Ms. Krause requested a waiver for volunteers who drive county vehicles relating to response to EMO events. These volunteers do not have access to the fueling facility. **Motion to approve** this request made by Supervisor Westbrook, seconded by Supervisor Wille and carried.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

- a. Actuarial Study for Workers Compensation Plan
- b. RFP for Workers' Compensation Third Party Administrator
- c. 2017 Real Property Tax Annual Report
- d. 2017 Compliance Committee Annual Report
- e. Monthly MVA report
- f. Key Insurance Workers Comp Report-January 2018

There was discussion on the Actuarial Plan, Ms. Business examined an RFP for the actuarial study went out with two responses. This study is usually performed every two years. Towers Watson who has done this study in the past and By The Numbers submitted proposals. By The Numbers came in at \$6,000 per study, less than half of the Towers Watson response of \$15,000. They are capable of doing the work and she recommends moving forward with By The Numbers. The committee agreed that going with By The Numbers annually will still be less than the other proposal biennially.

Safety Coordinator Sherman Manchester remarked it is early in the year, and Friday is the day to file the HAB grant. Peter Brown, Grant Coordinator, has been a great help.

PUBLIC HEALTH

Public Health Director Andy Beer announced there is planned a region-wide emergency preparedness drill scheduled for April 10. The Department is working with a school to bring a busload of children to run through the specific drills. More information will follow once established. The committee supports this action.

ACCIDENTS

Chairman Campbell reported accident activity shows 36% of accidents in our county last month are deer truck related. (down from last report)

EXECUTIVE SESSION

At 2:02 PM Supervisor Wille made the motion, seconded by Supervisor Westbrook, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.

At 2:14 PM, Supervisor Campbell made the motion, seconded by Supervisor Westbrook, to leave executive session; motion carried.

NEXT MTG DATE February 28, 2018, at 1:30 PM.

ADJOURNMENT

Motion to adjourn made at 2:15 PM by Supervisor Campbell made the motion, seconded by Supervisor Westbrook and carried.

RESPECTFULLY SUBMITTED

Karen DeMay, Clerk to the Board

Ontario County Vision Statement

A vibrant community where every citizen has the opportunity to be healthy, safe, and successful

Governmental Operations and Insurance Committee oversees the activities, programs, or other matters related to the following departments, agencies, or activities: *Legislative Board, Clerk of the Board of Supervisors, County Administrator, County Attorney, County Clerk, Bureau of Motor Vehicles, Real Property Tax Services, Board of Elections, Records and Archives, County Historian, Board of Ethics, Dog Control, Humane Society, Information Services, Regulatory Compliance, County Insurance Programs, Risk Management, Workers' Compensation.*