



**Special Joint  
GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE  
and WAYS AND MEANS**

**Time: 10:30 AM  
Location: 3019 County Complex Drive  
2<sup>nd</sup> Floor, Room 205  
Canandaigua, NY 14424**

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**March 17, 2020**

- MEMBERS PRESENT** Supervisors Jeff Gallahan, David Baker, Gregory Bendzlowicz, Dom Vedora, Fredrick Wille, Todd Campbell, Bob Green, Dan Marshall, and Kris Singer. Catherine Menikotz, Andrew Wickham, Peter Ingalsbe, and Rich Russell via phone.
- OTHERS PRESENT** Deputy County Administrator Brian Young, Human Resource Director Michele Smith, County Attorney Holly Adams, and IT Director Sean Barry. Chairman Jack Marren via phone.
- CALL TO ORDER** The meeting of the Governmental Operations and Insurance Committee was called to order at 10:33 am by Chairman Gallahan.
- TOPIC:**  
*Non-Essential Employee Guidance in Response to COVID-19 Emergency - Reducing non-essential employees by 50%.*
- Supervisor Gallahan said the they need to decide on what constitutes essential and non-essential employees.
- Brian Young said they have asked for each department to send a list of who is essential and non-essential.
- A lengthy discussion ensued; after discussion the following actions were decided:
- The Department Head will make the determination of who will work remotely and who will not.
  - Brian Young, Michele Smith, and Mary Gates will be meeting with the Union this afternoon.
  - Sean Barry will be responsible for IT services for remote capabilities.
  - To take effect today, March 17, 2020 through April 10, 2020; subject to change and reevaluate at the April 8<sup>th</sup> GOI and W&M Committee Meetings.
- The following was proposed for employees:
- Management comp works from home
  - Stay at work, one or one and half extra PTO day per week.
  - Stay at home and work, one extra PTO day per week.
  - If furloughed, stay at home and no work, paid base rate.
  - Those with childcare issues, stay home with pay.
  - All full time and part time are eligible for pay.
  - Possible reassignment of duties such as meal delivery for OFA
  - If person refuses all proposals and they are home, they receive no pay.

- If someone is found to be infected, first five days is paid without using annual leave, and then they go on DBL which is 100% pay.

Additional discussion took place regarding how meetings can take place through WebEx.

It was decided to change the location of the Public Safety Committee on March 18<sup>th</sup> from 20 Ontario Street to 3019 County Complex Drive.

Supervisor Baker requested a summary be sent to the Board as soon as possible of the actions decided.

**ADJOURNMENT**

Meeting adjourned at 11:39 am.

**RESPECTFULLY  
SUBMITTED**

Diane R. Foster, Deputy Clerk to the Board

APPROVED

**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.