



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM
Location: WebEx

June 10, 2020

MEMBERS PRESENT

Supervisors Jeff Gallahan, David Baker, Gregory Bendzlowicz, Todd Campbell, Catherine Menikotz, Dom Vedora, and Fredrick Wille.

OTHERS PRESENT

Interim County Administrator Brian Young, Director of Finance Mary Gates, County Attorney Holly Adams, Assistant County Attorneys Lea Nacca and Mike Reinhardt, Human Resources Director Michele Smith, Deputy Human Resource Director Lindsey Burgess, Public Health Director Mary Beer, Planning Director Tom Harvey, Associate Planner Tim Jensen, Archivist Rosemary Switzer, Sr. Fiscal Manager Michael Wojcik, Safety Coordinator Sherman Manchester, Grants Coordinator Peter Brown, Jackie Shaffer of Eastern Shore Insurance, Clerk to the Board Kristin Mueller, and Deputy Clerk to the Board Diane Foster.

CALL TO ORDER

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

MINUTES

Motion to approve the minutes of the May 20, 2020 meeting was made by Supervisor Bendzlowicz, seconded by Supervisor Wille and carried.

PUBLIC HEALTH

♦ Update

Public Health Director, Mary Beer, presented the following COVID-19 updates:

- 224 Positive cases
- 3 new cases
- 11 hospitalized
- 30 deaths
- 49 people are in quarantine
- 177 people have recovered
- Staff is doing well, and the State contact tracing system is improving

PLANNING DEPARTMENT

♦ CIP Update: Humane Society Building Expansion

Associate Planner, Tim Jensen, present a request to update the CIP with the Humane Society building expansion project. They have secured a grant for \$363,000. This will cover 75% of the project the other 25% project funds will be coming from the Humane Society. There is no cost to the county.

Supervisor Baker motioned to approve the CIP to include the expansion of the Humane Society building. Supervisor Bendzlowicz seconded the motion. The motion carried.

RAIMS

- ◆ **Resolution:**
Authorization to Extended Contract with NYSID (New York State Industries for the Disabled)
Archivist, Rosemary Switzer, presented a resolution to extend the current contract with NYSID for microfilming services. This extension is need due to the company being shut down due to COVID-19. She also asked committee for approval to replace the manlift in the RAIMS building through the 2025 CIP
Supervisor Baker motioned to approve the contract extension with NYSID and replacement of the manlift as a block. Supervisor Bendzlowicz seconded the motion. The motion carried
- ◆ *2025 CIP Request: Manlift Replacement*

HUMAN RESOURCES

- ◆ *Proposed 2021/2022 Workers' Compensation Budget*
Human Resource Director, Michele Smith, presented the proposed 2021/2022 workers' compensation budget. Participation assessments will be coming next cycle.

FINANCE DEPARTMENT

- ◆ *Budget Amendments*
Finance Director, Mary Gates, presented budget adjustments to decrease these County department budgets by 5%. This is to help with cutting 1.5 million in our County budget to assist with the loss of revenue do to COVID-19.
 - ◆ *Board of Elections*
 - ◆ *Board of Supervisors*
 - ◆ *County Administrator*
 - ◆ *County Clerk*
 - ◆ *DMV*
 - ◆ *County Attorney*
 - ◆ *Information Technology*
 - ◆ *RAIMS*
 - ◆ *Real Property*
- Supervisor Campbell motioned to approve the budget adjustments as presented for a 5% decrease in these departments' budgets. Supervisor Baker seconded the motion. The motion carried.

INSURANCE

- ◆ *NYMIRshield: Relevant Issues in Aftermath of Minneapolis*
Ms. Schaffer anticipates less claims with everyone staying home due to COVID-19. She asked that the NYMIRE Shield is shared with local Police Departments.
- ◆ *Update*
Supervisor Campbell asked with new legislation being introduced were Police Officers may be able to be charged with individual civil lawsuits, do our policies cover this?

Ms. Schaffer noted that NYMIR covers employees on a standard policy, but not on the excess policy.

Ms. Adams let the committee know that they need to look into the legislation more and see what the County will need to do in regard to keeping their policy the same or upgrading it.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

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.

- a. Workers Compensation and Safety Reports
- b. MVA Report

Mr. Manchester reported that we have the same number of recordable year to date as last year at this time, but our total injuries are down. He is trying to reschedule trainings that were canceled due to COVID-19.

Motion to approve the reports was made by Supervisor Campbell, seconded by Supervisor Vedora, and carried.

**COUNTY
ADMINISTRATOR**

- ♦ *Update*

Interim County Administrator, Brian Young, informed the committee of the following items:

- Most of the Governor's Executive Orders have been extended through July 6th
- Staff is starting to come back
- We are reopening on July 15th mostly by appointment
- The DMV is reopening by priority appointment on July 17th
- Other department will still have staff work remotely work when it is available
- All departments have return to work plans, face coverings and sanitation kits
- Food Link food distributions will continue throughout the summer on Monday's
- School kids that were eligible for free/reduced lunch will be provided with a SNAP benefit to provide meals over the summer
- We are still monitoring budget impacts due to COVID-19
- Board of Elections is seeking election inspectors

EXECUTIVE SESSION

At 2:09 PM, Supervisor Vedora made the motion, seconded by Supervisor Bendzlowicz, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 2:18 PM, Supervisor Vedora made the motion, seconded by Supervisor Bendzlowicz, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:20 PM by Supervisor Vedora, seconded by Supervisor Campbell and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board