



# GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2<sup>nd</sup> Floor, Room 204

Canandaigua, NY 14424

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**JULY 25, 2018**

**MEMBERS  
PRESENT**

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

**OTHERS  
PRESENT**

In addition to Committee Members: County Administrator Mary Krause, Deputy County Administrator Brian Young, Chairman Marren, Manager of Fiscal Operations Lorrie Scarrott, Safety Coordinator Sherman Manchester, County Attorney Gary Curtiss, Assistant County Attorneys Michael Reinhardt, Art James, and Meghan Maslyn, Chief Information Officer Sean Barry, Associate Planner Carla Jordan, Human Resource Deputy Director Lindsey Burgess, John Parrott, and Clerk to the Board Kristin Mueller.

**CALL TO ORDER**

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:31 PM by Committee Chairman Gallahan.

**MINUTES**

**Motion to approve** the minutes of July 5, 2018, made by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

**INFORMATION  
SERVICES**

Chief Information Officer Sean Barry presented a resolution entitled, "Mobile Device Policy and Procedure"

**Motion to approve** the resolution made by Supervisor Baker, seconded by Supervisor Westbrook and carried.

Mr. Barry also let the committee know that the first pilot of the Electronic Content Management system has gone live with DSS and it is going well. They are working on the next round of departments.

**PLANNING**

Associate Planner Carla Jordon presented a resolution entitled, "Authorizing Environmental Sampling Agreement with Verizon Wireless – Cheshire Tower Site"

**Motion to approve** the resolution made by Supervisor Campbell, seconded by Supervisor Vedora and carried.

Ms. Jordan explained that Verizon Wireless would like to consider upgrading our Cheshire tower site to place equipment on. To do this they would like to make sure that there is no lead contaminate on the site due to the water tank that is in close proximity. It was questioned if lead was found who what be responsible for the cleanup. The county would be responsible for the cleanup, but there is the potential for the responsibility to be shared with the Town of Canandaigua who owns the water tower.

**HUMAN  
RESOURCES**

Human Resource Deputy Director Lindsey Burgess presented two resolutions

- "Authorization for Assignment of Contract with Key Insurance and Benefit

Solutions, Inc. for Workers' Compensation and Disability Third Party Administration Services to USI Insurance Services Inc.”

- “Authorization to Contract with NCA Comp, Inc. as Third Party Administrator to the Ontario County Mutual Self-Insurance Plan for Workers' Compensation – January 1, 2019-December 31,2021”

**Motion to amend** the resolution with NCA Comp to include optional renewals for years two and three of the contract instead of a straight three year contract was made by Supervisor Baker seconded by Supervisor Campbell and carried.

**Motion to approve** the resolutions as a block with the amendment was made by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

#### *Human Resources Informational Reports*

- Ms. Burgess briefly talked about the workers' compensation actuarial report for 12/31/17 and the workers' compensation program benchmark report for 2013-2017. She also noted that these are on file in the Board office.

#### **INFORMATIONAL REPORTS**

The committee accepted all reports and information submitted regarding:

- a. Workers Compensation and Safety Reports
- b. Monthly MVA report

**Motion to approve** the reports as presented was made by Supervisor Baker, seconded by Supervisor Campbell and carried.

Mr. Manchester reported that if we continue the current pace for recordable we will be 69% better than last year.

Supervisor Gallahan noted that 53% of accidents on county roads for this cycle were deer-car accidents.

#### **COUNTY ATTORNEY**

Assistant County Attorney Meghan Maslyn presented a resolution entitled, “Authorization to Commence Proceedings to Terminate Uneconomical Trusts Administered by Ontario County”

**Motion to approve** the resolution made by Supervisor Baker, seconded by Supervisor Westbrook and carried.

Ms. Maslyn explained that three trust accounts have been identified as uneconomical. Only cents get paid to the beneficiaries every year. They are looking disburse all of the funds to the beneficiaries.

**Motion to have** the County Attorney's office and the Finance Department to work on a policy for future trust accounts that become uneconomical was made by Supervisor Baker seconded by Supervisor Campbell and carried.

#### **COUNTY ADMINISTRATOR**

County Administrator Krause informed the committee of the following items:

- There has been a request from CMAC to support them doing a 50/50 to raise money for their capital campaign
- Gary Curtiss intentions to retire
- The Sheriff's Office has temporarily moved to the jail and Board of Elections plans to move temporary on August 13<sup>th</sup>.
- A meeting with the school Superintendents will be held tomorrow

**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 meeting was held with Community leaders on possibly starting Leadership Ontario to provide a training program to 30 to 45 year olds in the community.

**EXECUTIVE  
SESSION**

At 2:14 PM, Supervisor Bendzlowicz 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 2:20 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Campbell, to leave executive session; motion carried.

**ADJOURNMENT**

**Motion to adjourn** made at 2:21 PM by Supervisor Baker, seconded by Supervisor Campbell and carried.

**RESPECTFULLY  
SUBMITTED**

Kristin A. Mueller, Clerk to the Board