

FINANCE COMMITTEE MEETING MINUTES

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Thank you!

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Date: Tuesday, January 04, 2022 @ 9:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call.**

Present: **Kehl, Grant**, Davis, Roche (9:13 AM), Leuer (Zoom), May (Zoom), King (Zoom), Becker (Zoom), Jacoby (Zoom)

Absent: Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair; A. D. Berwanger, T/Arcade; E. J. Gozelski, T/Castile; J. Wilkinson/County Attorney (Zoom); D. Farberman/HR Director; C. Mayer/Treasurer (Zoom)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
1. <u>Amend Res. #21-194</u> to reflect the following change: <ul style="list-style-type: none"> • Remove, "...upon permanent appointment." • Replace with, "...effective March 29, 2022; after meeting pre-established goals." 	@ <i>Chairwoman Ryan</i>	Motion: Davis Ayes: 8 Noes: Absent: 2 Roche, Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
9:00 AM Co. Insurance Office w/ T. Vacinek			
1. Authorize Chairman to sign monthly dental insurance rates with Univera Healthcare , 205 Park Club Lane, Buffalo, NY 14221; effective March 1, 2022 to February 28, 2023. <ul style="list-style-type: none"> • Dental Select / High Option: <ul style="list-style-type: none"> ○ Single: \$37.00 ○ Employee/Spouse \$67.00 ○ Employee/Child(ren) \$76.94 ○ Family \$106.22 • Dental Select / Low Option: <ul style="list-style-type: none"> ○ Single: \$24.02 ○ Employee/Spouse \$46.52 ○ Employee/Child(ren) \$54.88 ○ Family \$77.42 	Plans have increased 4% over the 2021-2022 rates	Motion: Grant Ayes: 8 Noes: Absent: 2 Roche, Brick	Carried: XXX Defeated: Referred to: * RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
2. Misc.			
<ul style="list-style-type: none"> • Benefit Administrator platform update <ul style="list-style-type: none"> ○ File ready for upload ○ Hope to have it operational for office use by the end of the month ○ Replaces antiquated spreadsheet 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:10 am Information Technology w/B. Sikes			
<i>At 9:13 AM Supervisor Roche, T/Eagle entered the meeting during the below agenda item.</i>			
1. FYI ~ Contract (\$3,000 and under):			
<ul style="list-style-type: none"> • Various Wyoming County Municipalities to provide IT support at a base rate of \$75.00/hour; effective January 01, 2022. (REVENUE) 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. FYI – Contract (\$3,000 and under):			
<ul style="list-style-type: none"> • Fortinet, 899 Kifer Road, Sunnyvale, CA 94086 for the purchase a Fortinet, for the Fire Training Center, Highway Department, and the Public Defender’s building in the amount of \$750.00 each, not to exceed \$2,250.00. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Appointment/Reappointments:			
HIPAA			
<i>One (1) year term effective January 1, 2022 through December 31, 2022</i>			
Corporate Compliance Officer			
<ul style="list-style-type: none"> • Sandra King, 4643 Safford Road, Gainesville NY 14066 		Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to:
<ul style="list-style-type: none"> • William J. Sikes, 18 Jefferson Street, Warsaw, NY 14569 			
Security Officer			
<ul style="list-style-type: none"> • Joan Kibler, 143 N. Main St., Warsaw, NY 14569 			
			*RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
9:20 AM Treasurer w/C. Mayer			
1. <u>Sales Tax expecting one more payment for the month on the 31st.</u>		Motion:	Carried:
<ul style="list-style-type: none"> Budgeted \$20M, projections indicate \$22M expected. Budget Officer Cook reminded Committee Members not to spend what appears to be extra revenues, as they are already included in the five (5) year plan. 		Ayes:	Defeated:
		Noes:	Referred to:
		Absent:	
2. 2021 Appropriation: To: 018020.540910 Transportation – RGRTA \$2,804.21 w/any funds available Reason: Under budgeted state mandated		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
3. 2021 Appropriation: To: 016420.540907 Bed Tax Allowance @ 95% \$15,000.00 w/011000001.411130 Occupancy Tax \$15,000.00 Reason: Under-budgeted Bed Tax Allowance @95% payable to Tourism		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
4. 2021 Appropriation: To: 011000001.411130 Occupancy Tax \$15,000.00 w/any funds available Reason: Under budgeted Occupancy Tax Revenue	<i>Withdrawn</i> Combined with agenda item #3.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. <u>Amend Resolution 21-507</u> to rescind the sale of surplus property sold during the Tax Foreclosure Auction located at 269 Wyoming Street in Warsaw; tax map no. 73.10-1-12.	County will keep the deposit. The back-up bidder was not interested so it will be offered again at the next available online auction.	Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
Walk-in: Overnight Travel Authorization: R. LaWall to attend NYS GFOA Annual Conference, April 6-8, 2022 in Albany, NY. Conference expense is \$225.00; Hotel Cost \$144 /night and is budgeted.	Supporting documentation outstanding	Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
Walk-in: Permission to increase the Deputy Treasurer's procurement card to \$5,000.00		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
<p>At 9:30 AM County Treasure requested an Executive Session. Supervisor Davis made a motion to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Grant and all voted aye. The YouTube channel was suspended. Deputy Treasurer LaWall exited the meeting. Board Clerk Ketchum, Budget Officer Cook, HR Director Farberman remained in the room. County Treasurer Mayer and County Attorney Wilkinson remained on Zoom.</p> <p>At 10:16 AM there was a motion by Supervisor Davis to end the executive session and continue the regular meeting. This was seconded by Supervisor Grant and all voted aye.</p>			
Walk-in: Amend Salary Schedule S to provide for a one-time compensation to the Deputy Treasurer under the heading of TREASURER for duties performed during Treasurer Mayer's medical leave. This compensation covers fiscal years 2021 and 2022. The amount will be determined and paid upon Treasurer Mayer's return to work.		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED

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Department Agenda Item	Discussion	Decision	Action
10:00 AM Wyo. Co. Community Hospital w/J. McTernan			
1. <u>General Update</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a rental agreement with BECKMAN COULTER , 250 South Kraemer Boulevard, PO Box 8000, Brea, CA 92821-8000, for a new, replacement AS4 system to process bacterial identification and antimicrobial susceptibility, \$138,280.05 over 5 years, effective 01/01/2022 – 12/31/2027.		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
3. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a staffing agreement with WESTANDSTRONG STAFFING, LLC , 302 Country Lane, Geneseo, NY 14454, to provide agency staffing, not to exceed \$200,000 per year, effective 12/01/2021 – 11/30/2023.		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
<p>4. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a client services agreement with SOLIANT HEALTH, LLC, 5550 Peachtree Parkway, Suite 500, Peachtree Corners, GA 30092, for agency staff, not to exceed \$250,000 per year, effective 12/01/2021 – 12/31/2024.</p>		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a master services agreement with FUJI MEDICAL, 81 Hartwell Avenue, Lexington, MA 02421, for Synapse PACS software, Synapse PACS hardware, Synapse enterprise/radiology information system, \$115,440 per year, effective 01/01/2022 – 12/31/2024.</p>		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>6. Amend Resolution #18-346 approved on 08/14/2018 with SUNBELT STAFFING, 3687 Tampa Road, Suite 200, Oldsmar, FL 34677, related to a client services agreement for agency staff to provide coverage where needed, not to exceed \$500,000 per year, effective 07/20/2018 – 07/01/2020 as follows:</p> <ul style="list-style-type: none"> • Extend the term of the agreement from 07/20/2018 – 07/01/2020 through 07/02/2020 – 06/30/2023. • Increase the not to exceed amount from \$500,000 per year to an amount not to exceed \$750,000 per year. • All else remains the same. 		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
<p>7. Amend Resolution #19-157 approved on 03/12/2019 with INTEGRITY LOCUMS, 5588 Broadcast Court, Sarasota, FL 34240 related to locum tenens physician recruitment, not to exceed \$325,000 per year, effective 07/27/2018 – 07/26/2021 as follows:</p> <ul style="list-style-type: none"> • Extend the term of the agreement from 07/27/2018 – 07/26/2021 through 07/27/2021 – 07/26/2024. • All else remains the same. 	<p>Resolution #19-157 approved on 03/12/2019 and Resolution # 19-392 approved on 09/10/2019</p>	<p>Motion: Davis Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
<p>8. Amend Resolution #21-365 approved on 08/10/2021 with DCCS dba Surgery Management Improvement Group, Inc., 205 Hackney Circle, Wilmington, DE 19803, related to perioperative program interim management agreement to provide surgery program leadership continuity services, not to exceed \$150,000 per term, effective 08/01/2021 – 02/28/2022, as follows:</p> <ul style="list-style-type: none"> • Increase the not to exceed amount from \$150,000 per term to an amount not to exceed \$200,000 per term. • Extend the term of the agreement from 08/01/2021 – 02/28/2022 through 03/01/2022 – 06/30/2022. • All else remains the same. 		<p>Motion: Davis Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
9. Amend Resolution #21-395 approved on 09/21/2021 with AB STAFFING SOLUTIONS, LLC , 3451 S. Mercy Road, Suite 10, Gilbert, Arizona 85297, related to a supplemental staffing agreement for hard to fill positions to provide coverage where needed, not to exceed \$100,000 per year, effective 08/18/2021 – 07/31/2022, as follows: <ul style="list-style-type: none"> • Increase the not to exceed amount from \$100,000 per year to an amount not to exceed \$200,000 per year. • All else remains the same. 		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
10. Amend Resolution #18-576 approved on 12/11/2018 with OPTUM 360 SOLUTION, LLC , 15 Campus Boulevard, Newton Square, PA 19073 related to the standard CNYHA member services agreement in an amount not to exceed \$35,376, effective 11/15/2020 – 05/15/2022, as follows: <ul style="list-style-type: none"> • Increase the not to exceed amount from \$35,376 to an amount not to exceed \$38,280 per year. • All else remains the same. 	Resolution #18-576 approved on 12/11/2018 and Resolution #21-087 approved on 02/09/2021	Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
11. Amend Resolution #17-362 approved on 09/12/2017 with ARAMARK HEALTHCARE SUPPORT SERVICES, LLC , 2400 Market Street, Philadelphia, PA 19103 related to management services agreement for housekeeping management services and supplies, as follows: <ul style="list-style-type: none"> • Annual fee adjustment pursuant to the terms of the agreement, increase biweekly fee from \$8,533.11 to \$8,993.78 bi-weekly, effective 12/01/2021. 	Resolution 20-244 approved on 05/12/2020, Resolution #19-427 approved on 10/08/2019, Resolution #19-085 approved on 02/12/2019, and Resolution #17-362 approved on 09/12/2017	Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
12. Amend Salary Schedule C as follows: • Create one 1.00 FTE Care Coordinator/Manager position (Position Code #TBD) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> and set the salary at \$65,000 per year, position available date 12/12/2021.		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
13. Amend Salary Schedule X as follows: • Create one 1.00 FTE Licensed Practical Nurse (Clinic) position (Position Code #TBD) under <u>WYOMING COUNTY FAMILY MEDICINE – ATTICA</u> and set the hourly rate at \$20.34 per hour, position available date 01/03/2022. • Create one 1.00 FTE Medical Office Assistant position (Position Code #TBD) under <u>WYOMING COUNTY FAMILY MEDICINE – ATTICA</u> and set the hourly rate at \$17.50 per hour, position available date 01/03/2022.		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
14. Amend Salary Schedule P as follows: • Change 0.80 FTE Physician's Assistant position (Position Code #17.116.067) under <u>WYOMING COUNTY FAMILY MEDICINE – ARCADE</u> to 1.00 FTE, effective 01/01/2022	Hourly rate remains at \$45.00 per hour.	Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
15. Approve the <u>memorandum of understanding</u> between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO signed on 12/16/2021 related to shift bonus – respiratory technicians.	FYI - The details should be coming from Dan Farberman	Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION

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9:40 AM Real Property Tax Services w/S. Lippincott			
1. GIS – Parcel Migration See attached description of project (\$28,320.00) and training costs (\$8,250.00)	<i>Formal approval will be requested next month.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Professional Services Contract \$3,001- \$5,000: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Systems Development Group, Inc. , 8140 State Route 12, Barneveld, NY 13304, for image mate online set up, annual software and licensing services in an amount not to exceed \$3,300.00; effective January 1, 2022 through December 31, 2022.	Funds are budgeted.	Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
3. Senior Exemption Renewals Per Executive Order 11.1 Senior exemptions may be renewed without a renewal form by local option		Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION
4. Info only: <ul style="list-style-type: none"> • Tax bills went out the week before January 1st. • Collectors have picked up their Rolls and Bills from the Office of Real Property. • Exemption Renewals will be printed and sent this month for the March 1st 2022 taxable status deadline. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Present: **Kehl, Grant**, Davis, Roche (9:13 AM), Leuer (Zoom), May (Zoom), King (Zoom), Becker (Zoom), Jacoby (Zoom)

Absent: Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair; A. D. Berwanger, T/Arcade; E. J. Gozelski, T/Castile; J. Wilkinson/County Attorney (Zoom); D. Farberman/HR Director; C. Mayer/Treasurer (Zoom)

Department Agenda Item	Discussion	Decision	Action
10:30 AM Budget Office w/J. Cook			
1. Permission to transfer funds between departments for year-end budgetary cleanup for Fiscal year ending 12/31/2021.	Lists will be provided to Finance Committee for Final approval as has been done in the past.	Motion: Becker Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
2. Overnight Travel Authorization: J. Cook to attend NYS GFOA Annual Conference, April 6-8, 2022 in Albany, NY. Conference expense is \$225.00; Hotel Cost \$144 /night (this will be split 50/50 - Sharing a room w/ L. Neary City of Batavia) and is budgeted.	*Registration price increases if paid after 2/18/22.	Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED
4. Right off rent for Rebar owed \$903.34	<i>Per Dan Leuer e-mail 12/29/21</i> *looking for some sort of office approval	Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: APPROVED

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Department Agenda Item	Discussion	Decision	Action								
<p>3. Procurement Card Usage Discussion (Director of Buildings and Grounds, M. Adamczak and IT Director Sikes were present for this agenda item).</p> <p>A lengthy discussion took place regarding current purchasing practices as compared to the current Purchasing policy and Procurement Card policy. Budget Officer Cook explained that the procurement cards were originally used for hotel, gasoline and a few on-line purchases (exclusive to things only available on-line). The cards are being used for commodity purchases and vendor payments. Not ideal as vendor history cannot be tracked through the Procurement Card. Budget Officer Cook (also appointed County Auditor) reminded committee members that by using the procurement card, these purchases are being made prior to any kind of audit. Director Adamczak explained that there are times the purchases he makes with the county procurement card cannot wait for a lengthy approval process. He questioned the ability to open an Amazon Account for \$179/year. Budget Officer Cook questioned the Committee members on what is important to them? Chairwoman Ryan questioned if a revision to the Purchasing Policy could be accomplished by the next round of committees? Committee Chair Kehl, T/Attica established a subcommittee for the review of the current policy and practices. Subcommittee members are Supervisors Kehl, Roche and Davis, Board Clerk Ketchum, Budget Officer Cook and Chairwoman Ryan.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>								
Clerk to the Board w/C. Ketchum											
<p>1. <u>Grant Acceptance Award:</u> Authorize Chairman to sign a grant acceptance award with New York State Dept. of State, One Commerce Plaza, 99 Washington Avenue, suite 1015, Albany NY 12231-0001, for a County Wide Shared Services Initiative Matching Funds Grant in a minimum amount of \$86,497.78 (total amount paid directly to Wyoming County \$49,245.20; \$37,252.58 paid directly to participating municipalities); for shared services activities effective January 1, 2020 through December 31, 2020.</p>	<p><i>Permission to apply was granted on 07/06/21.</i></p> <p>Total amount of the application</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Shared Paver -</td> <td style="text-align: right;">\$23,513.30</td> </tr> <tr> <td>Water Meter Readings and Meter Purchases -</td> <td style="text-align: right;">52,194.11</td> </tr> <tr> <td>Shared Dialysis -</td> <td style="text-align: right;"><u>449,581.06</u></td> </tr> <tr> <td></td> <td style="text-align: right;">Total \$525,288.47</td> </tr> </table> <p style="text-align: right;"><i>Grant submitted 06/30/21</i></p>	Shared Paver -	\$23,513.30	Water Meter Readings and Meter Purchases -	52,194.11	Shared Dialysis -	<u>449,581.06</u>		Total \$525,288.47	<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
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Absent: Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair; A. D. Berwanger, T/Arcade; E. J. Gozelski, T/Castile; J.

Wilkinson/County Attorney (Zoom); D. Farberman/HR Director; C. Mayer/Treasurer (Zoom)

Department Agenda Item	Discussion	Decision	Action
2.2021 Appropriation: To: 123640.540325 FTC Professional Monitoring \$60,000.00 <i>w/any funds available</i> Reason: To cover final invoicing for 2021		Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to:
*RESOLUTION			
3. Authorize Chairman to Sign Letters of Understanding with Contract Agencies for 2022: a. Wyo. Co. Community Action \$20,000.00 b. Wyo. Co. Chamber of Commerce (Tourism) 60,000.00 c. Wyo. Co. Business Ed. Council 4,300.00 d. Wyoming County Business Center (LDC) 70,000.00 e. Wyo. Co. Arts Council 15,000.00 f. Wyo. Co. Wildlife Federation 850.00 g. Wyo. Co. Soil & Water 122,636.00 h. Erie-Wyo. Co. Soil & Water 3,000.00 i. Wyo. Co. Fair Association <u>23,000.00</u> Total \$318,786.00	Reduction of \$37,187.75 over 2020.	Motion: Leuer Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to:
*RESOLUTION			
3. Authorize Chairman to Sign a Letter of Understanding for 2022: <ul style="list-style-type: none"> Cornell Cooperative Extension of Wyo. Co. in an amount of \$400,000.00. 	Reduction of \$78,080.00 over 2020.		Carried: XXX Defeated: Referred to:
*RESOLUTION			

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Department Agenda Item	Discussion	Decision	Action
3. Amend the Board of Supervisors' Rules of Procedure			
<ul style="list-style-type: none"> • Rule 10. Position Creations / Position Fills. <ul style="list-style-type: none"> ○ Remove: All position creations and position fill requests shall first be present to Human Resource Committee through the Human Resource Director for approval or disapproval who shall in turn present them to the Home Committee as an FYI or further deliberations (if applicable) before referring to the Finance Committee for tabulations and approval or disapproval. All position creations will proceed to the Civil Service Commission and Full Board of Supervisors for final approval ○ Replace with: All position creations and position fill requests shall first be presented to the Department's Home committee for referral to the Finance Committee or disapproval, after a review of the request has been completed by the Human Resource Director or his/her designee, before referring to the Finance Committee for tabulations and referral to the Full Board of Supervisors for final approval or disapproval. All position creations will be referred to the Civil Service Commission for formal creation. 		Motion: May Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *2/3 MAJORITY RESOLUTION
Board of Supervisors w/B. Kehl			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Off Track Betting w/			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
Other/Referrals:			
HUMAN RESOURCES			
County Attorney			
<p>1. Amend Schedule G: <i>County Attorney</i></p> <p>Under County Attorney to increase the yearly stipend plus corresponding fringe provided through NYS Indigent Legal Services HH Grant (Contract CSTWIDEHH52 - year 3). Said amount to be paid biweekly and retroactive from 4/1/2020* through 3/31/2023 as follows:</p> <ul style="list-style-type: none"> Secretary to the County Attorney (position code 007.503) was \$4,000.00 increase to \$5,000.00 	<p><i>Funds provided through Hurrell-Harring Grant. Contract No. CSTWIDEHH52 Year 3.</i></p> <p style="color: red;">*Retroactive date of 04/01/2020 was verified by the Public Defender's office. Resolution No. 21-512 passed November 9, 2021 referenced.</p>	<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>2. Position Fill: <i>County Attorney</i></p> <p>One (1) position of <u>Assistant County Attorney (2nd)</u>, Sch. S, to replace Jennifer Wilkinson, Esq. who is being appointed as County Attorney effective January 1, 2022. Position available date: 1/5/2022</p>		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>

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Department Agenda Item	Discussion	Decision	Action
<p>3. Amend Salary Schedule S: <i>County Attorney</i> Set salary for the position of Assistant County Attorney (2nd) (position code #004.503) on Salary Schedule S at \$57,500 annually, with eligibility for an additional \$5,000.00 upon completing 1 year of service and meeting pre-established goals. With eligibility for an additional \$7,500.00 upon completing 2 years of service and meeting pre-established goals. This position will be eligible for cost of living increases after completing one year of service. Effective January 05, 2022.</p>		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>4. 2021 Appropriation: To: 011420.510601 - Unused benefit time \$12,957.01 w/any funds available \$12,957.01 Reason: To pay unused benefit time for James Wujcik; last day of work 12/31/2021.</p>		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
Human Resource Department			
<p>5. Position Create/Fill: <i>Social Services</i> Create and fill one (1) position of <u>Social Services Program Specialist Trainee</u> (1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Person vacating the Social Services Program Specialist position: Cherie May, effective November 26, 2021. Position Available: January 12, 2022.</p> <ul style="list-style-type: none"> Promoted to Social Services Program Specialist (position #130.359) (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist. 		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>6. Position Create/Fill: <i>Social Services</i> Create and fill one (1) position of <u>Social Services Program Specialist Trainee</u> (1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Person vacating the Social Services Program Specialist position: Jillian Calmes Brian Logsdon, effective August 17, 2021. Position Available: January 12, 2022.</p> <ul style="list-style-type: none"> Promoted to Social Services Program Specialist (position # 120.359) (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist. 		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

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Absent: Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair; A. D. Berwanger, T/Arcade; E. J. Gozelski, T/Castile; J.

Wilkinson/County Attorney (Zoom); D. Farberman/HR Director; C. Mayer/Treasurer (Zoom)

Department Agenda Item	Discussion	Decision	Action
<p>7. Position Create/Fill:</p> <p style="text-align: center;"><i>Social Services</i></p> <p>Create and fill one (1) position of Caseworker Trainee (1.0 FTE) on CSEA Schedule A, Job Grade 12 at \$20.20/hr-\$23.14/hr. Person vacating the Caseworker position: Dawn Nugent, effective November 28, 2021. Position Available: January 12, 2022.</p> <ul style="list-style-type: none"> Promoted to Caseworker (position # 166.042) (Grade 14) after six months of satisfactory performance during the training period. Funded by current Caseworker. 		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>8. Position Create/Fill:</p> <p style="text-align: center;"><i>Social Services</i></p> <p>Create and fill one (1) position of Caseworker Trainee (1.0 FTE) on CSEA Schedule A, Job Grade 12 at \$20.20/hr-\$23.14/hr. Person vacating the Caseworker position: Kris Howe, effective November 28, 2021. Position Available: January 12, 2022.</p> <ul style="list-style-type: none"> Promoted to Caseworker (position # 006.042) (Grade 14) after six months of satisfactory performance during the training period. Funded by current Caseworker. 		<p>Motion: Grant Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>9. Position Fill:</p> <p style="text-align: center;"><i>Public Defender</i></p> <p>Fill one (1) position of Assistant Public Defender (6th) (1.0 FTE) (position # 012.503) on Salary Schedule G at an annual salary of \$70,000. Person Vacating: Amber R. Poulos, effective December 14, 2021. Position Available: January 5, 2022.</p>		<p>Motion: May Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>

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Absent: Brick

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Department Agenda Item	Discussion	Decision	Action
<p>10. Position Fill: Human Resources One (1) position of Payroll Clerk (1.0 FTE) (position # 12.828.508), on Salary Schedule S at an hourly rate to be determined based on education and experience. Person Vacating: Susan Friedhaber, effective January 13, 2022. Position Available: December 14, 2021.</p>		<p>Motion: Kehl Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to: APPROVED</p>
<p>11. Position Create/Fill: Human Resources One (1) position of Payroll Clerk (Temp.) (1.0 FTE) on Salary Schedule S, at an hourly rate of \$21.42/hour. Position Available: December 14, 2021 through January 13, 2022.</p>	<p><i>This position will hold the departing Payroll Clerk to accomplish cross training with the newly hired Payroll Clerk for a period of several weeks. Once the departing Payroll Clerk leaves, this position will expire. Emergency fill granted by Chairwoman Ryan on 12/14/21.</i></p>	<p>Motion: Kehl Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>12. Amend Salary Schedule G: Public Health To set the salary of the COVID Response Assistant (position code 146.630) to \$18.00 per hour effective January 1, 2022: Salary and fringe fully reimbursed by HRI grant for ELC COVID response, approved by Resolution #20-355.</p>	<p><i>Duties have evolved to include testing & vaccination clinics, insurance billing, NYS reporting, etc.</i></p>	<p>Motion: Davis Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>13. Amend Salary Schedule G: Public Health To set the benefits of the Fellowship Coordinator (#157.645) to a Benefit Package consistent with Salary Schedule S. 100% of salary and benefits for this position are reimbursed from the NYS PH Fellowship Program grant from HRI, approved by Resolution #21-429.</p>	<p><i>Given the duties and duration of this position (program management, DOH liaison, staff supervision, performance benchmarking) it is more appropriate to Schedule S benefits.</i></p>	<p>Motion: Davis Ayes: 9 Noes: Absent: 1 Brick</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>

FINANCE COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.
Thank you!
 *The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Tuesday, January 04, 2022 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call.*

Present: **Kehl, Grant**, Davis, Roche (9:13 AM), Leuer (Zoom), May (Zoom), King (Zoom), Becker (Zoom), Jacoby (Zoom)

Absent: Brick

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Ryan/Board Chair; A. D. Berwanger, T/Arcade; E. J. Gozelski, T/Castile; J. Wilkinson/County Attorney (Zoom); D. Farberman/HR Director; C. Mayer/Treasurer (Zoom)

Department Agenda Item	Discussion	Decision	Action
14. Amend Salary Schedule S: <i>Health Department</i> Set salary for the position of Fiscal Officer (Public Health) (position code #136.580) on Salary Schedule S at \$45,000.00 annually, with eligibility for an additional \$2,000 upon permanent appointment and meeting pre-established goals. Effective January 10, 2022.	<i>Approval to fill within the salary range of \$40,000 to \$45,000 annually was granted by Human Resource Committee on 11/30/2021; presented as an "FYI" at Public Health Committee on 12/1/2021 and approved by Finance Committee on 12/7/2021. The selected candidate is Master's prepared with public employment accounting and administrative experience.</i>	Motion: Davis Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
HUMAN SERVICES			
Office for the Aging			
1. Amend Salary Schedule "G": Set the salary of the Alzheimer Caregiver Coordinator within the Department of Office for the Aging to reflect \$22.98 per hour (annual salary equivalent of \$41,820.00) for 2022; effective January 1, 2022 to June 30, 2022.		Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION
2. Amend Salary Schedule "G": Amend Stipends on Salary Schedule G for Alzheimer's Disease Caregiver Support Initiative Grant plus corresponding fringe to the following: <ul style="list-style-type: none"> • Deputy Director of OFA \$2,000.00 • Fiscal Officer I \$3,000.00 Effective January 1, 2022 through June 30, 2022. Funds are provided through the ADCSI grant.	<i>Payable to current employees for additional assigned duties only for the duration of the grant.</i>	Motion: Grant Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: * RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
PUBLIC SAFETY			
Emergency Services			
1. 2022 Appropriation: To: 013645.541410 - 2020 Software \$5,104.50 013645.542306 - 2020 Misc. Other \$8,164.40 w/ 01364507.443890 Federal Aid HSG 2020 \$13,268.90 Reason: To appropriate unspent FY2020 SHSP grant fund balance.		Motion: May Ayes: 9 Noes: Absent: 1 Brick	Carried: XXX Defeated: Referred to: *RESOLUTION

Signature of Committee Chairman: **p/B. Kehl** (minutes prepared by C. Ketchum).

Next Finance Committee Meeting scheduled for **Tuesday, February 01, 2022 @ 9:00 AM.**