

COMMITTEE OF THE WHOLE MEETING MINUTES

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, October 11, 2022 @ 10:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center.**

Present: **Ryan, Davis**, Berwanger, Kehl, Grant, Gozelski, McCormick (present after lunch for continuation of 2023 Budget Review), Roche, May, Brick, King,

Absent: Granger, Roberts, Leuer, Becker, Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/County Attorney

Department Agenda Item	Discussion	Decision	Action
10:00 AM Ian Coyle from Livingston County			
<p>1. Discussion:</p> <ul style="list-style-type: none"> • County Administrator – <u>Duties and Responsibilities</u> (from Livingston County Website) <ul style="list-style-type: none"> ○ Livingston County passed a <u>local law 3, 1988</u> to create the position. ○ N. Mazza was hired in 1989 ○ Was hired by then County Administrator, N. Mazza in 2008 and appointed to a four (4) year term as County Administrator in 2009 upon N. Mazza’s retirement. ○ Livingston County has 17 Supervisors ○ County Administrator v. County Manager <ul style="list-style-type: none"> ▪ County Manager has more responsibility, typically in the area of personnel (hiring authority) ▪ Livingston County Administrator has the authority to approve filling of position vacancies. ○ Shared Secretary with County Attorney – located in the same suite in the government center ○ County Admin.’s current staffing: <ul style="list-style-type: none"> ▪ Administrative Assistant / Purchasing Director ▪ Secretary to the Administrator (shared with the County Attorney) ▪ Two Deputy Administrators who were not new / additional positions but title and some duty changes for two pre-existing Dept. Heads, Planning Director and Director of Central Services, for bench strength and depth. ○ Code of Ethics ○ Livingston County’s County Administrator has no political affiliation and he does not attend political fund raisers or allow political signs on his yard. ○ Views arrangement as Composer (Board of Supervisors) / Conductor (County Administrator) <ul style="list-style-type: none"> ▪ The Board of Supervisors charge County Administrator with carrying out their directives. ○ Clerk to the Board and County Attorney answer directly to the Board of Supervisors ○ In Livingston County the County Administrator acts as Budget Officer, Public Information Officer and Chief Union Agreement Negotiator ○ Livingston County has three (3) standing committees of the Board of Supervisors <ul style="list-style-type: none"> ▪ Public Services (meets once a month) <ul style="list-style-type: none"> • Board of Elections, Central Services, Conflict Defender, County Clerk, County Historian, District Attorney, Economic Development, Emergency Management Services, Emergency Medical Services, Highway, Planning, Probation, Public Defender, sheriff, Solid Waste, Associated Functional Areas and Agencies ▪ Human Services (meets once a month) <ul style="list-style-type: none"> • Center for Nursing & Rehabilitation, Department of Health, Department of Social 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Absent: Granger, Roberts, Leuer, Becker, Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/County Attorney

Department Agenda Item	Discussion	Decision	Action
	<p>Services, Office for the Aging, Veteran's Service Agency, Workforce Development, Youth Bureau, Associated Functional Areas and Agencies</p> <ul style="list-style-type: none"> ▪ Weighs and Means (meets twice a month) <ul style="list-style-type: none"> • Budget Officer, Clerk of the Board, County Attorney, County Auditor, County Treasurer, Grants & Public Information, Information & Technology Services, Personnel, Records Management, Real Property Tax Services, Associated Functional Areas and Agencies ▪ Regular meetings of the Board of Supervisors occur twice a month ▪ The County Administrator meets regularly with the Board Chair, Vice Board Chair and Committee Chairs as a group. This is not a meeting that is open to the public. (lasts about 1 hr.) 		
<p>2. Livingston County EMS start up structure:</p> <ul style="list-style-type: none"> • Startup was at the request of two Town Supervisors. The towns were located next to each other. • The EMS Director/Coordinator and an Operations Supervisor were already in place to provide oversight to program. ALS fly car program already in place (from 2005) • Purchases: <ul style="list-style-type: none"> ○ Two used ambulances, plus equipment and supplies. ○ The second ambulance was needed in the event the first was down for repairs or maintenance. • Coverage was Monday - Friday 6:00 AM - 6:00 PM (12 hour shift), staffed with two part time EMTs, and staged in one of the town fire halls. • As ambulance services have ceased operations, the fire departments for those villages and towns have become NYSDOH certified Basic Life Support First Response Services. This allows medically trained and certified fire department personnel to still respond to calls in their district while the transporting ambulance, and Advanced Life Support, if needed, are on the way. • In some cases/towns/areas - we are the first dispatch because as countywide CON holder we take that as primary responding agency. Sometimes we are "ping two" if the local (fire, ambulance, etc.) entity cannot make the call. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
11:00 AM Budget Office w/J. Cook			
<p>1. Review:</p> <ul style="list-style-type: none"> • 2023 Proposed County Budget 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
12:00 PM RECESS FOR LUNCH			

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Absent: Granger, Roberts, Leuer, Becker, Jacoby

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Department Agenda Item	Discussion	Decision	Action
Budget Office w/J. Cook continued after lunch			
<i>Supervisor McCormick, T/Java was present for the conclusion of the 2023 Budget Review</i>			
1. Review:			
• 2023 Proposed County Budget			
<i>At 2:10 PM there was a motion by Supervisor Leuer to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor May and all voted aye.</i>			
<i>County Attorney Wilkinson and Board Clerk Ketchum remained.</i>			
<i>At 2:20 PM there was a motion by Supervisor Davis to end the executive session and continue the regular meeting. This was seconded by Supervisor May and all voted aye.</i>			

Signature of Committee Chairman: p/B. Ryan (C. Ketchum).

Next meeting scheduled for **Tuesday, November 08, 2022 @ TBD.**