

# GOVERNMENT OPERATIONS

October 3, 2016

Present: Mark Morris, Bob Lawton, Doug Paddock, Elden Morrison, Bonnie Percy, Jim Multer, Bill Holgate, Dan Banach, Earle Gleason, Tim Dennis, Terry Button, Jim Smith, Connie Hayes, Tim Groth, Bob Brechko, Kerry Brennan, Lois Hall, Arlene Hall, Ed Bronson, Leslie Church.

Mark and Jim Multer will do the audit this month.

Minutes of the September meeting were approved as presented.

## **Legislative Operations**

Tim and Bob gave a brief update on the NYSAC conference.

Mark reported he has been looking at NACO's website and they have an interesting mapping tool along with good webinars.

Doug asked that the Amendment to the Rules of Procedure be put on the Legislative agenda for Monday's meeting. The consensus of the Committee was to not move forward therefore the resolution will be brought from the floor.

## **Soil & Water – Jim Balyszak**

Jim was unable to attend the meeting, his report was reviewed with no questions.

## **Cornell Cooperative Extension – Arlene Wilson**

Arlene reviewed the status of the TANF Life Skills Program, Community Nutrition, 4H and Youth Development along with various upcoming events.

Arlene reported two television tapings of Yates CCE staff occurred as part of a regional media collaborative with CCE associations in the Southern Tier.

Arlene reminded everyone the annual meeting will be December 1<sup>st</sup> at the Elks Club.

Mark asked that a small sub-committee be set up to look into the possibility of establishing an Environmental Management Council. Mark suggested that Arlene, Jim Balyszak and he be on the sub-committee and Terry Button volunteered.

## **IT – Tim Groth**

Tim reviewed the monthly statistics which showed 247 help desk calls for the month of August. Total viruses detected was 671 and 5083 spam were identified.

Tim updated the Committee on the status of various projects that are in progress.

Tim reported on issues that were discussed at the State IT conference he attended last week with regards to Social Services.

## **Elections – Robert Brechko/Amy Daines**

Bob reported there was a voting machine failure in the Town of Italy, the vendor is looking into the issue.

Bob reported on the voter registrations that were held at the school.

Bob reported new inspector training will be held in November.

## **County Clerk – Lois Hall**

Lois reviewed her statistical reports.

Lois reviewed issues that were discussed at the NYSACC that was held September 19<sup>th</sup> thru the 21<sup>st</sup>.

### **Clerk of the Legislature – Connie Hayes**

Connie reviewed the following resolution that would be needed. The Committee approved.

- Designation By County Of Official Tourism Promotion Agency

### **Personnel – Kerry Brennan**

Kerry reviewed upcoming events.

Kerry reviewed the possibility of changing the county EAP services to Peak Performance. The Committee approved Kerry to move ahead.

Kerry reviewed the following policies that need to be updated. The Committee approved.

- Policy Revision – Employee Blood Donation Leave
- Policy Revision – Alternate Test Date

Kerry reviewed the vacancies that the office is currently recruiting for.

Kerry reviewed the following resolutions that would be needed. The Committee approved.

- Proclamation of the Municipality Of Yates County Declaring October 6 – 22, 2016 “Freedom From Workplace Bullies Week”
- Adopt Policy and Procedure/Notices on Employee Communication and Abolish All Preexisting Employee Communication Policies
- Adopt Alternate Test Date Policy and Abolish All Preexisting Alternate Test Date Policies
- Amend the Non-Union Salary Schedule to reflect the increase in salary for the part-time jail cook.

### **County Administrator – Robert Lawton**

Bob reported that most of his time has been spent meeting with Department Heads and Legislators. He also attended the Board Band Bids conference last week in Albany and also the NYSAC conference.

Bob hopes to have a work plan established for next month’s meeting.

Earle moved to enter executive session to discuss issues pertaining to collective negotiations with Kerry, Bob and legislators present, seconded by Jim Smith.

VOTE: Unanimous

Meeting adjourned at 2:31p.m.