



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:00 PM

Location: WebEx and 74 Ontario St., 2nd Floor Committee Room 213, Canandaigua, NY 14424

February 8, 2023

MEMBERS PRESENT

In Person: Supervisors Rich Russell, David Baker, James Kennedy, Daryl Marshall, and Fred Wille.

Necessarily Absent: Supervisors Tamara Hicks and Louis Guard

OTHERS PRESENT

In Person: BOS Chairman Todd Campbell, Supervisor Peter Ingalsbe, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, County Attorney Holly Adams, Assistant County Attorneys Joe Nacca and Nathan Thomas, Safety Coordinator Sherman Manchester, Republican Commissioner Mike Northrup, Human Resources Director Michele Smith, Deputy Human Resources Director Lindsey Burgess, Finance Director Mary Gates, Eastern Shores Insurance Agent Jackie Shaffer, and Clerk to the Board Kristin Mueller.

Via WebEx: Supervisor Jack Marren, Purchasing Director Jen Langer, Sr. Fiscal Manager Michael Wojcik, Real Property Director Donna LaPlant, and Abigail Marion.

CALL TO ORDER

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:00 PM by Chairman Russell.

MINUTES

Motion to approve, the minutes of the January 18, 2023 meeting was made by Supervisor Kennedy, seconded by Supervisor Wille, and carried.

BOARD OF SUPERVISORS

♦ *Resolution*

Clerk, Kristin Mueller, presented a resolution entitled, "Contract with CivicPlus for CivicClerk an Agenda and Minutes Management Software".

Supervisor Kennedy motioned to approve this resolution, seconded by Supervisor Wille. The motion carried.

BOARD OF ELECTIONS

♦ *Resolution*

Republican Elections Commissioner, Mike Northrup, presented a resolution entitled, "Authorization to Modify Contract (B19031) for Election Supplies".

Supervisor Baker motioned to approve this resolution, seconded by Supervisor Kennedy. The motion carried.

HUMAN RESOURCES

♦ *Informational*

Human Resources Director, Michele Smith, presented the annual compliance committee report. The training program is going well. They received 100% compliance on training the last three year. The committee has reviewed reports of non-compliance, internal monitoring, external audits, and exclusion screening numbers for the year, and title VI data. The IT department has been

providing phishing and computer awareness security training. They have started on their 2023 workplan.

REAL PROPERTY

- ◆ *Resolution*

Real Property Director, Donna LaPlant, presented a resolution entitled, “Resolution of Approval – Morgan Centerpointe Apartment, LLC – Correction of Error – 2022 County/Town Tax Roll”.

Supervisor Baker motioned to approve this resolution, seconded by Supervisor Wille. The motion carried.

INFORMATIONAL REPORTS

The committee reviewed all reports and information submitted regarding:

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

Safety Coordinator, Sherman Manchester, provided information on all injuries in January. There were 14 total injuries with 9 that were recordable. January 17th was an icy day and we had a number of injuries. Buildings and grounds had salted and then the rain washed away the salt and then the rain began to freeze as soon as it hit the ground. Mr. Manchester noted that the committees packet has a number of new reports. These come from our third-party workers’ compensation administrator’s system. These show a 12-month rolling number snapshot of claims, costs, and types of injuries. The Ontario County Safety Council banquet this year will be held on March 28th at Club 86 in Geneva. This week is national burn prevention week.

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

COUNTY ADMINISTRATOR

- ◆ *Resolution*

County Administrator, Chris DeBolt, presented a resolution entitled, “Authorization to Renew Contract with Dinan Communications to Provide Public Relations and Marketing Services for Various County Departments”.

Supervisor Kennedy motioned to approve this resolution, seconded by Supervisor Marshall. The motion carried.

County Administrator, Chris DeBolt, presented a resolution entitled, “Authorization Agreement – Partnership for Ontario County, Inc. – Leadership Ontario Administrative Support”.

Supervisor Kennedy motioned to approve this resolution, seconded by Supervisor Baker. The motion carried.

- ◆ *Informational*

County Administrator, Chris DeBolt, talked about how the Campbell Commission will be changing its focus. The commission will now be focusing on creating a community liaison position. They are working on an RFP to contract for this position for two years. They will use opioid settlement funds for this position.

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.

◆ *Update*

County Administrator, Chris DeBolt, gave the following updates:

- In our Executive Order 18 Plan one of the goals was to create a County wide threat assessment team. They are going to put out an RFP to bring in a consultant to help with this. This would be covered by the grant that the County received for executive Order 18
- The 2022 ARPA actual expenditures are on the County Administrator website
- They are looking to create a community grant program with the remaining ARPA funds
- He reviewed some of the impacts to the county from the newly released NYS executive budget

INSURANCE

Ms. Shaffer let the committee know that there are new scams coming out about the earthquakes. They are coming by email and text that have video clips with links requesting funds for charities.

EXECUTIVE SESSION

At 1:50 PM, Supervisor Kennedy made the motion, seconded by Supervisor Marshall to go into executive session regarding discussion on the proposed, pending or current litigation; motion carried.

At 2:02 PM, Supervisor Baker made the motion, seconded by Supervisor Kennedy to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:02 PM by Supervisor Kennedy, seconded by Supervisor Marshall. The motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board