



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:00 PM

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

May 3, 2023

MEMBERS PRESENT

In Person: Supervisors Richard Russell, David Baker, Tamara Hicks, Daryl Marshall, and Fred Wille.

Necessarily Absent: Supervisors Lou Guard and James Kennedy.

OTHERS PRESENT

In Person: BOS Chairman Todd Campbell, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, County Attorney Holly Adams, Assistant County Attorneys Joe Nacca and Nathan Thomas, Human Resources Director Michele Smith, Acting County Clerk Pam Keefe, Assistant Deputy County Clerk Tracy Shaw, Democratic Election Commissioner Albert Magnan, Safety Coordinator Sherman Manchester, Abigail Marion, and Clerk to the Board Kristin Voss.

Via WebEx: Supervisor Ingalsbe, Chief Information Officer Sean Barry, and Sr. Fiscal Manager Michael Wojcik.

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 April 12, 2023 meeting was made by Supervisor Marshall, seconded by Supervisor Hicks, and carried.

BOARD OF ELECTIONS

- ♦ *Resolution*

Democratic Election Commissioner, Albert Magnan, presented a resolution entitled, "Renewal of Bid B19031 with Phoenix Graphics for Election Supplies".

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

HUMAN RESOURCES

- ♦ *Informational*

Human Resources Director, Michele Smith, presented the 2023 2nd quarter regulatory compliance report.

- ♦ *Resolution*

Human Resources Director, Michele Smith, presented a resolution entitled, "Appointment to the Search Committee for the Director of Real Property Tax Services".

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

COUNTY CLERK

Ms. Keefe and Ms. Shaw talked with committee about temporarily adjusting the hours of the DMV to allow for training of new staff and to get caught up on

the backlog of transactions they have waiting to be processed. They have a State DMV representative that is also helping them come up with possible scheduling ideas. The committee was very supportive on temporarily changing the DMV hours to assist with the training and the backlog of transactions. Discussion ensued with a few suggestions, but are leaving it up to Ms. Keefe and Ms. Shaw to make the final decision on what hours would be best. The Board will be updated with the new temporary hours have been decided on.

INFORMATIONAL REPORTS

Safety Coordinator, Sherman Manchester, reviewed the national safety awareness weeks for April and May.

COUNTY ADMINISTRATOR

♦ Resolution

County Administrator, Chris DeBolt, presented a resolution entitled, "Reappointment of Sean Barry – Chief Information Officer".

Supervisor Russell motioned to approve this resolution, seconded by Supervisor Hicks. The motion carried.

♦ Update

Mr. DeBolt also reminded the committee members that the municipal stakeholders roundtable for the housing study will be held next Wednesday afternoon at Hobart and William Smith. They should have received an invitation already.

EXECUTIVE SESSION

At 1:57 PM, Supervisor Baker made the motion, seconded by Supervisor Hicks to go into executive session regarding discussion on the proposed, pending or current litigation and the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; motion carried.

At 2:31 PM, Supervisor Baker made the motion, seconded by Supervisor Russell to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:32 PM by Supervisor Hicks, seconded by Supervisor Marshall. The motion carried.

RESPECTFULLY SUBMITTED

Kristin A. Voss, Clerk to the Board