



MINUTES
GOVERNMENT OPERATIONS COMMITTEE
Thursday, April 9, 2020, – 5:30PM
Live Streamed

CALL TO ORDER: By Hon. Ryan Foley, Chair called to order at 5:33PM

MEMBERS: Legislators Tricia Kerr, Timothy Lattimore, Christopher Petrus, Paul Pinckney, Charlie Ripley, and Ben Vitale (Vice Chair)

OTHERS: Legislators Elane Daly, Michael Didio, Keith Batman, Heidi Nightengale, County Attorney Chris Palermo, IT Interim Director Paul Bornemann, Veterans Deputy Director Lindsey Wilkinson, Director of Community Services/Mental Health Ray Bizzari, Deputy Treasurer Mary Beth Leeson, Assistant County Attorney Brittany Massi, Deputy Clerk of Legislature Amanda Morgan

MINUTES TO APPROVE: March 12, 2019, Motion by Kerr, 2nd by Pinckney, all in favor.

APPOINTMENTS: none

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) – no update

BOARD OF ELECTIONS:

Motion by Vitale to bundle GO 2 & 3, 2nd by Petrus, all in favor.

4-20-GO-2 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for ShoeBox Grants for the Board of Elections

4-20-GO-3 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for Voter Education/Poll Worker training for the Board of Elections

Sheila Smith (Clerk of the Legislature) – no updates

Christopher Palermo (County Attorney) – no updates

Discussion:

Lattimore says last night at the meeting asked Verrier to give a CEDA financial report and Chairman Batman indicated he might have been out of order. He says he has asked the Chairwoman to give them by agency all of the different finances, so we can make better decisions by knowing our financial standing and obligations going forward. He explains such things as our health insurance bill, pension bill, and he would like to double our highway this year because of the cost of asphalt being low. He thinks we need to know how long we can sustain ourselves if we do not have any additional income coming in. He asks if that is a proper question to ask and says as a legislator he feels entitled to the information. He thinks the governor has allowed us to look at the industrial development authority, CCDC, and any monies we have with sister organizations that we are able to use under this crisis. Palermo responds to Lattimore that it is an appropriate question to ask about the finances of agencies and he does not see any harm in that. He says how these will affect our finances and the place to look would be our budget. He says we have projection in there for sales tax and various other revenue projections that we made to determine what our tax levy was going to be. He says sales tax will really be the primary driver of county finances going forward and we have not seen any real sold numbers on that front yet. He says with respect to the IDA, CCPUSA, and various other sister agencies. He tells Lattimore he sent him an email today because he was curious about that. He says he was looking though the governor's executive orders and was unable to find any direction on that particular issue. Lattimore says when he asks a direct question as to what our finances are he would hope to get an answer back on how much they have in the fund balance. He would think in order to make good decisions we need to know what our financial situation is and how long we could hold out with no sales tax. He thought under our agreement anything that they do not use is supposed to be returned back to our general fund. Palermo says he does think that is contractual and is in the contract with CEDA. Lattimore thinks as legislators we should know how much we have in reserves and where they are and if under this pandemic if we have to use it. Foley

says to Lattimore it would be good for him to sit down with Palermo and get him the exact question on contracts or otherwise.

Kerr wanted to echo Lattimore's sentiments and agrees and thinks we generally all agree that we need to get our arms around the financial picture of the county. She says our Chairwoman sent an email earlier today and she has asked our Budget Director and Deputy Treasurer to start compiling a financial picture for the legislature to begin looking at this stuff.

Susan Dwyer (County Clerk) – no updates

Paul Bornemann (Information Technology) –

- IT efforts have been focused on deployment of technology to enable county staff to work remotely:
 - 60 laptops/notebooks were configured and deployed over 10 days
 - 46 iPhone deployments/replacements completed
 - Over 130 staff members have received instruction on remote work skills such as connecting to the county from home and 8x8 phone / conferencing using the application on their laptop or cell phone
 - Connected the Nursing Home to support County Health Dept
 - Mental Health – TelePsych roll out & training
 - NYS Courts – implementing Skype for Business access to the courts (DA, DSS/CPS, Assigned Council, Jail)
 - Jail – Telemedicine iPads
 - 911 – Dual center video conference
 - Over the last 30 days IT has upgraded our Exchange Servers to a current version this will be complete when the old Exchange servers are fully removed from the environment.
 - COVID response hotline was created in the 8x8 system replacing the Mitel phone bank
 - addressing current capacity limitations to support remote workforce
 - PSB upgrade dedicated FIBER service from 100mbps to 300mbps
 - COB upgrade from unreliable FIOS to dedicated FIBER 600mbps (retain low cost FIOS as backup)
- 8x8 Phone system deployment – as outlined above adapted to support county response
 - Next step is replacement of desk phones – schedule tbd
- DSS/CPS – Northwood Application Implementation completed
- Munis Upgrade Project Options

Discussion:

Bornemann says the upgrade is required to support 1099 reporting in January. He says we will not be able to do 1099 reports unless we can upgrade the Munis system. He says there is no cost for us to do the Munis upgrade. He says Leeson did a terrific job putting together a training and implementation plan for her staff to utilize the new features in the upgrade. IT will build new servers to support the upgrade. He says the Munis contract that we are currently under will cover the cost to implement the upgrade by the Tyler staff and IT will support that process. They do have a number of changes to make to the computers that are on the field, but they have started to make those changes now as the overall support for the county. He says during the process for Munis upgrade they did look at two options – a feature upgrade, which would add document management and workflow for financial documents at a cost of about \$65,000-\$67,000 to buy that license and then about \$7,000 per year to maintain it. They think it is a valuable feature, but decided to hold off this year because of all the other work being done and wanted to make sure to have time to implement it. Also, they want to make sure we are in a good financial situation to implement it. He says the other choice they looked at was instead of hosting Munis at the county they would move it on the cloud, which is the more common way of doing it today. He says that would increase cost by over \$100,000 and they decided the cost did not offset the IT cost of running it in house, so the value was not a good return investment. He says ultimately the Munis upgrade will not cost anything other than a little bit of IT time and quite a bit of the Treasurer's Offices time to train people how to use it and roll it out to the departments. They expect the project to last from June to September.

Note: Many staff in the county have limited internet / cellular capability at home which reduces the effectiveness of remote work efforts

INFORMATION TECHNOLOGY:

4-20-GO-1 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Momentum Telecom for the procurement of internet services for Cayuga County. **Motion by Kerr, 2nd by Petrus, all in favor.**

Jessica Strassle (Veterans) – NO UPDATES

Motion by Vitale to adjourn at 6:08PM, 2nd by Pinckney, all in favor.