



MINUTES
GOVERNMENT OPERATIONS COMMITTEE
Wednesday April 13, 2022 to follow Judicial
Live Stream Link - <https://youtu.be/XvIMtFzr-V0>

CALL TO ORDER: By Hon. Chris Petrus, Chair at 6:24 PM

MEMBERS: Legislators, Tricia Kerr, Aileen McNabb-Coleman, Heidi Nightengale, Lydia Patti Ruffini, Vice Chair Hans Pecher and Robert Shea

ABSENT: None

OTHERS: Chair of the Legislature David Gould; Cheryl heary, Katie Lacey, Sheila Smith, Chris Palermo, Sue Dwyer, Tom Bunn, Kevin Swab and Max Pinchak

MINUTES TO APPROVE: March 9, 2022 **Motion by McNabb-Coleman, 2nd by Nightengale. All in favor.**

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections)

During March our staff has processed 129 new registrations, 142 transfers from other Counties and 29 name changes.

A considerable amount of staff time was necessary to convert our computerized voter records to reflect the changed districts for Congress, Senate and Assembly. These updated records are necessary for the mail check cards to be mailed in early April. Postcards will be sent to 47,465 registered Cayuga County voters.

We prepared a summary of our current office space availability and sent a “wish list” for space as the engineers consider future County building use.

We have been fielding multiple phone inquiries during the petition period for this year’s election. The deadline for petition filing is April 4-7. Most of petitions will be filed in Albany as they are cross-county. There are several local vacancies which will be necessary as a result of local government resignations.

One Commissioner and one Deputy attended the State Conference of Election Commissioners Association. Much of the program dealt with election law changes which will alter the requirements in our office. The new absentee ballot procedures will be a burden. A reporting system so voters can check on the status of their absentees through a website which needs to be updated in real time.

The Commissioners have been working on redistricting configurations for consideration by the Legislature. In order to move away from a weighted voting system, the proposals for two suggested maps are included with this report. One possibility is a decrease in the size of the Legislature to 11 members. The other retains the current 15 legislators with revised district lines. The option of a 13 member Legislature was considered and after multiple attempts was determined to be unworkable. The two proposals will be presented to the Government Operations Committee on the 13th. Early consideration is necessary to meet the time deadlines if the new local law needs to be on the ballot in November. The new districts would be in effect for all Legislative seats for 2023 election.

Sheila Smith (Clerk of the Legislature)

- Lynn, Mary Beth, Jen and I worked on amending the Travel Policy, a Resolution for that is on the agenda
- Cayuga County is sending 3 Legislator’s to the NACo National Conference scheduled for July.

Christopher Palermo (County Attorney) – no updates

Susan Dwyer (County Clerk)

- Submitted NYS Archive Grant. Should hear if we got the grant in late June or early July.

- The Records Center is presently overwhelmed with shredding. This has been a problem all year. Bldgs and Grounds added a dumpster and it is still a problem. At the same time we have started to focus on Phase 1 of the DREAMS Project.
- For the past month, our DMV has been very busy on a daily basis. We are happy to see that many customers prefer the great customer services and have decided not to do their transactions online. We have had many compliments about the good service!

Tom Bunn (Information Technology)

Staffing Update

- We will be starting the interview process for both the Senior Network and Systems Administrator positions the week of 4/11
- Several outstanding, local candidates have applied

IT Help Desk data – March 2022

- 430 new support tickets were created
- 99% support tickets were resolved (426)
- Average resolution time (per ticket) – 1.7 hours

Active Projects

Homeland Security and Emergency Services Cyber Security Grant

- Currently working on grant application (Due 5/5)
- Maximum award is \$50,000
- Would allow for many critical improvements to our Cyber Security posture

Multi-Factor Authentication (MFA) solution

- Officially launched program on 4/11
- Experience and usability have been very positive thus far
- Adds a valuable layer of IT security to our existing IT infrastructure

Future Projects

Project plan underway to redesign/enhance Network and Server infrastructure

- Very large project in scope, met with two vendors to discuss project scope
- Updates will be forthcoming

Project plan underway to implement Office/Microsoft365

- Early stages of project; meeting with various vendors
 - Training will be critical
- Will provide several benefits
 - Anywhere access
 - Secure cloud storage
 - Business Continuity
 - Centralized Collaboration
- Updates will be forthcoming

Project plan underway to add audio enhancements to Chambers

- Will provide some audio boost to general audience
- Will provide headsets and connectivity with hearing aids for those who are hearing impaired

Kevin Swab (Veterans)

In March 2022 the VSA assisted/fielded/supported:

- 49 general VA claim questions,
- 21 disability claims started
- 12 pending claims being monitored
- 11 pension/dependency and indemnity compensation (DIC)/aid and attendance (A&A) claims worked
- 3 requests for military records dispositions
- 7 healthcare inquiries
- 7 Veteran burial claim requests
- 30 miscellaneous Veteran related inquiries
- transported Veterans for 50 appointments at Syracuse VA

Current Deputy Director is leaving. Requesting authorization to back fill position.

RESOLUTIONS

BOARD OF ELECTIONS: Motion to bundle GO-1 and 2 by Shea, 2nd by McNabb-Coleman. All in favor.

4-22-GO-1 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for Poll Worker Grant for the Board of Elections

4-22-GO-2 Authorizing the Chairman of the Legislature and the Commissioners of the Cayuga County Board of Elections to sign contracts for SHOEBOX Grant for Board of Elections

CLERK OF THE LEGISLATURE: Motion to bundle GO-3 and 4 by Shea, 2nd by Pecher. All in favor.

4-22-GO-3 Amending the Cayuga County Travel Policy, Number 55

4-22-GO-4 Pension Reporting Resolution for Elected and Appointed Officials

INFORMATION TECHNOLOGY: Motion to bundle GO-6 and 7 by Patti-Ruffini, 2nd by Shea. All in favor.

4-22-GO-5 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Comsource for the procurement of Network Infrastructure and Consulting Services for Cayuga County. **Motion by Kerr, 2nd by Nightengale. All in favor.**

4-22-GO-6 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Liftoff for the procurement of Microsoft Office 365 Licensing and Guided Deployment Services for Cayuga County

4-22-GO-7 Authorizing the Chair of the Cayuga County Legislature to enter into an agreement with Visual Technologies for the installation of audio enhancements for Cayuga County

VETERANS:

4-22-GO-8 Authorizes Cayuga County Veterans Service Agency to Fill a Full Time Deputy Director. **Motion by Pecher, 2nd by Patti-Ruffini. All in favor.**

ADJOURNMENT: Motion to adjourn at 7:06 PM by Shea, 2nd by Pecher. All in favor.

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.