



MINUTES
GOVERNMENT OPERATIONS COMMITTEE
Wednesday, November 9, 2022 to follow Judicial
Live Stream Link - <https://youtu.be/AMvYHSOOPBw>

CALL TO ORDER: By Hon. Chris Petrus, Chair called the meeting to order at 6:10PM

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

OTHERS: Chair David Gould, Legislator -Jim Basile, Assistant County Attorney Fred Westphal, CIO Tom Bunn, Veterans Director Kevin Swab, County Attorney Chris Palermo, County Clerk Sue Dwyer, Budget Officer Lynn Marinelli, Highway Superintendent Brian Soper, Buildings & Grounds Superintendent Gary Duckett, CCC Kelly Albrecht, Purchasing Director Don Carr, Chief Assistant County Attorney Rich Graham, Operations Officer Shereen Androsko, and Deputy Clerk to the Legislature Amanda Morgan

MINUTES TO APPROVE: October 12, 2022, **Motion by Pecher, 2nd by Daly, all in favor.**

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) –

The main activity for the month has been preparing for the General Election. The usual activities for the month included 184 new registrations, 35 name changes, 138 address changes and 82 party changes. In addition we processed 2,184 applications for absentee ballots, including 1,051 permanent applications. As of this date 1,111 ballots have been returned.

We have assigned poll workers, machine delivery and election night return runners for the General Election. Early voting begins on Saturday, October 29th at three locations. 117 workers are scheduled for Early Voting and 120 workers are scheduled for the General Election. Classes were held for new poll workers. Most of our inspectors have worked at the two primaries this year and were previously trained.

We have experienced an increase in burdensome FOIL requests. We have responded in cooperation with Legal Department. This seems to be a continuing problem related to 2020 election inquiries.

We have been operating with only 1 Deputy Commissioner since September 5th. We have supplemented regular staff with some poll workers working in the office temporarily and a part-time clerk taking on full time responsibility. It is expected that full staff will resume after the election in cooperation with the new Commissioner. We did have a several hour orientation meeting with the prospective Commissioners. (It was not enough to discourage their interest).

Sheila Smith (Clerk of the Legislature) –

- NYMIR Health Care Renewals have been filled out signed and returned to Eastern Shore
- Most NYMIR Vehicle renewal schedules have been filled out signed and returned to Eastern Shore, I am still waiting on one department.
- NYMIR General Insurance schedule, completed and returned.
- 16 FOIL's were processed in October, 10 are complete, still waiting on information for 6 of them.
- 13 vehicles have been sent to Auction
- 12 vehicles for varies departments have been insured and registered

Christopher Palermo (County Attorney) – no updates

Susan Dwyer (County Clerk) – no updates

COUNTY CLERK:

11-22-GO-1 Authorizing the Cayuga County Clerk to abolish the title of Full Time Records Retention Clerk and create the title of Full Time Records Retention Specialist.

Motion by Pecher, 2nd by McNabb-Coleman.

Motion by McNabb-Coleman, 2nd by Kerr,

McNabb-Coleman withdraws motion to table.

Motion by Pecher to refer the resolution to Ways & Means with completed data, 2nd by McNabb-Coleman, all in favor except Kerr opposed.

Tom Bunn (Information Technology) –

IT Help Desk data – October 2022

- 348 new support tickets were created
- 86% support tickets were resolved (300)
- Average resolution time (per ticket) – 1.5 hours

Completed Projects

- Wireless upgrades at County Office Building have been completed

Active Projects

Verizon to FirstNet Migration

- Project is underway; migration has started in the Sheriff's department

Emergency Broadcast Project

- Cabling work is underway
- Project will be completed, and Emergency Broadcast capabilities will be available in November

County-Wide Network Infrastructure Project

- Last meeting occurred on 10/17; will be purchasing remaining network equipment (budgeted funding) by the end of this fiscal year
- Implementation of new network equipment and configuration to occur starting in Spring of 2023
- Once project is complete will provide a reliable, scalable, and redundant network infrastructure to the County

Microsoft Office 365 Project

- Information Technology has successfully migrated to the new Office 365 platform
- Will be migrating various departments starting the week of 11/7

INFORMATION TECHNOLOGY:

11-22-GO-13 Authorizing the Chairman of the Legislature and the Chief Information Officer to accept a grant from the New York State Division of Homeland Security and Emergency Services (DHSES). **Motion by Pecher, 2nd by Shea, all in favor.**

Kevin Swab (Veterans) – no updates

VETERANS:

11-22-GO-14 Authorization to fill two (2) PT Driver Positions in the Veterans Service Agency. **Motion by Patti Ruffini, 2nd by Shea, all in favor.**

RESOLUTIONS:

CAYUGA COMMUNITY COLLEGE:

11-22-GO-2 Approval of revised SUNY Capital Request/Plan Resolution. **Motion by Kerr, 2nd by Nightengale, all in favor.**

COUNTY ATTORNEY:

11-22-GO-3 To Adopt Local Law No. ____ for the year 2022, A Local Law to Authorize Videoconferencing for Public Meetings. **Motion by Pecher, 2nd by Patti Ruffini, all in favor.**

CLERK OF LEGISLATURE:

Motion by Pecher to bundle GO 4-12, 2nd by Patti Ruffini, all in favor.

- 11-22-GO-4 Designating December 13, 2022 as the date of the final meeting of the Cayuga County Legislature for the fiscal year 2022
- 11-22-GO-5 Designating December 13, 2022 as the date to annex the tax warrant.
- 11-22-GO-6 Setting the date for the Public Hearing on the Tentative County Budget
- 11-22-GO-7 Amending the Cayuga County Buildings & Grounds, Highway & Parks Fall Protection Policy
- 11-22-GO-8 Amending the Cayuga County Buildings & Grounds, Highway & Parks Hearing Conservation Policies
- 11-22-GO-9 Amending the Cayuga County Buildings & Grounds, Highway & Parks Ladder Safety Policies
- 11-22-GO-10 Amending the Cayuga County Buildings & Grounds, Highway & Parks Lockout -Tagout Policies
- 11-22-GO-11 Adopting the Cayuga County Fueling and Fuel Handling Safety Policy
- 11-22-GO-12 Adopting the Cayuga Excavation & Trenching Safety Policy

Motion by Shea to adjourn at 6:47PM, 2nd by Pecher, all in favor.