



AGENDA
GOVERNMENT OPERATIONS COMMITTEE
Thursday, January 14, 2021 – 5:30PM
Live Stream Link - https://youtu.be/Q8X_tapLu2Q

CALL TO ORDER: By Hon. Ryan Foley, Chair

MEMBERS: Legislators, Tricia Kerr, Heidi Nightengale, Hans Pecher, (Vice Chair) Chris Petrus, Mark Strong and Tucker Whitman

MINUTES TO APPROVE: December 3, 2020

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) –

One impact of the 2020 election was the new State requirement that political parties had to reach a vote threshold of 130,000 votes on their line to retain full party status. As a result the Independence, Women's Equality, SAM and Libertarian Parties no longer have designated ballot lines. We were required to notify 3,500 Cayuga County voters registered in those parties and give them the opportunity of change parties in order to vote in Primary Elections. We are still receiving replies to that mailing.

We could not certify our November elections results until December 8th as 376 challenged ballots remained unopened in our Offices because of legal actions in the State Senate 50th race and the Covid shutdown in Onondaga County. (Thankfully the 22nd Congressional does not impact our County!!)

We have a couple of polling place issues to resolve before the February deadline to designate any changed polling locations. We will most likely relocate the Sterling poll site from the Town Hall to the Fairhaven Fire Department because of space needs. In Auburn we should try to locate a poll site in the 12th Legislative District. Auburn High has always been a problematic location and the 2020 use of the pavilion was fine for a National Election but for the local City/County races this year it would be more appropriate to have an in-city poll site. Suggestions are welcome.

Sheila Smith (Clerk of the Legislature) –

- Reorganization meeting scheduled for Tuesday, January 5th, as soon as we know committee appointments new signature pages will be sent to all Department Heads and those that deal with Resolutions.
- 2019 Journal of Proceedings is at the printers, information for 2020 is being sent.
- 2021 county vehicle updates have been processed and forwarded to Eastern Shore.
- Health Care and General Liability Renewals have been completed and forwarded to Eastern Shore.

Christopher Palermo (County Attorney) – no updates

Susan Dwyer (County Clerk) –

- Michael McNeill of the Records Retention Center continues to take the lead on our DREAMS Project; weekly meetings, contacting NYS Archives for status on 2021 grant opportunities, gathering vendor information, building our team, etc.
- Annual Purge: The Records Retention Center will begin to receive boxes of shredding from many departments this month. This the annual purge of documents that no longer need to be stored and they can be destroyed.
- Canvassing for an Index & Recording Clerk
- The Clerk's Recording Office and the DMV have half- staff working from home, and half- staff working in the office. This pro-active schedule allows us a back- up plan which would avoid an office closure if one staff person tests positive for COVID.
- Completed the 2021 Pandemic Plan for all 4 departments.
- Preparing for two big changes- Mandatory E-Filing of Supreme Court Civil cases, and commencement of Supreme Court Criminal case being filed in our office.

- In addition to the increased real estate and court papers, the Recording Office staff has many annual end of the year duties: removing lots of paper – some of which gets destroyed, and some are permanent so they need to be processed and sent to the Records Center, and checking our indexing.
- DMV continues to take appointments and process dealer work and transactions from the public in the drop off bin at the front door of the COB. It is going well, and the dealer work is endless.
- Our County Historian’s Office has been very busy with research requests from the U S and beyond. We believe during this time when people are home more, that they are taking an interest in genealogy and researching the history of their properties. Some requests are from authors who are working on books, etc.
- The County Historian continues to participate virtually in many meetings, many of them in partnership with organizations such as libraries, etc focusing on projects that were started pre-Covid.
- The Historian’s staff is also looking forward to the day (hopefully in Spring) that they get to move back into their office and not be stuffed into the storage space.

NOTE: For a detailed monthly update of the activities, revenue, etc of the 4 departments, go to the official **Cayuga County website**; choose **Departments**, Choose **County Clerk** and scroll down to **REPORTS**

Paul Bornemann (Information Technology) –

○ **IT Staff**

- After more than 8 years working with the County, Bryan Lamb resigned in December to take a position with a near by school district. Bryan was about to become the contracted IT Director for the county starting January 2021. Bryan’s last day is January 8th.
- Based on the approved SOW with Entre for 2021 there are two open IT positions (IT Lead and IT Director) Entre is positioned to fill with viable candidates, pending final interviews and appropriate background/drug testing.
- Entre Consultant Paul Bornemann will continue to provide department leadership and transition based on the counties needs

○ **Communications with Department Heads / Management**

- IT is developing meeting schedule to improve regular communications with department leadership
 - Assigned IT staff as department liaisons in 2020 – but rollout / communications of this was disrupted by move to remote-workforce and deployment efforts.
 - Regular meetings to plan out future department needs allowing IT to be more proactive

○ **Active projects**

- Tyler Munis upgrade – open items continue to be resolved with Tyler after escalation to their leadership. The training environment is scheduled to be upgraded at the end of January.
- Toshiba deployment – Toshiba and county IT staff removed 53 off-lease devices and deployed 49 new leased multifunction devices. Cost is expected to be about the same as projected due to changes in the mix of color vs monochrome (b&w) devices.
 - IT and Toshiba will be working with departments to train staff and optimize how PaperCut and Xmedius Faxing functions
- Mental Health Building improvements - provide dedicated internet service and replace aging network hardware with new devices supporting 10x throughput to accommodate increased reliance on Telehealth services.
- Updating county fail-over systems between county office building and public safety building

○ **Planned Projects for 2021**

- BOE cyber security project – funding by NYS BOE.
- Network Infrastructure upgrades for County office Building, Public Safety Building and Vitale building. Replace site switches and core network switches. Increase connections from 1gb to 10gb between sites.

- Annual Munis upgrades
- 911 Phone System upgrade
- Sheriff Vehicle Systems/Cellular Services

Jessica Strassle (Veterans) – Deputy Lindsey Wilkinson:

- Syracuse VA Medical Center will soon be receiving the COVID-19 vaccine, and in accordance with CDC prioritization guidelines.
- Cayuga County Vet van is transporting patients to Syracuse Tuesday (North) and Wednesday (South).
- NYS Division of Veterans Services hosted virtual training on a variety of topics, and we will continue to participate.
- 6 markers, burial benefits and presidential citations were processed through our office for deceased veterans and their families.
- Our office initiated 12 new claims for pensions or compensation. We are still operating by appointment only at this time.
- Average phone calls in a workday is 25-30 to schedule an appointment to make an office visit, as we continue to operate by appointment only.
- Jessica Strassle may be extended at the 174th air National Guard base in Syracuse New York until vaccines are distributed. Angelo Ervolina and John Barbagallo (Part time Veterans Service Reps) has made this transition flawless during this time.

RESOLUTIONS: None

EXECUTIVE SESSION: The employment history of a particular person

ADJOURNMENT: TBD

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