



AGENDA
GOVERNMENT OPERATIONS COMMITTEE
Tuesday, September 10, 2019, Chambers – 5:30PM

CALL TO ORDER: By Hon. Joseph DeForest, Chairman

MEMBERS: Legislators Elane Daly, Andy Dennison, Michael Didio, Ryan Foley, Patrick Mahunik, and Aileen McNabb-Coleman (Vice Chair)

EXCUSED:

OTHERS:

MINUTES TO APPROVE: August 13, 2019

DISCUSSION: Monika Salvage re: Training Towns and Villages on maintaining their web pages

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

Cherl Heary and Katie Lacey (Board of Elections) – No updates

Jessica Strassle (Veterans)

- Veterans Advisory Board first meeting scheduled for September 23rd from 5:30 p.m.-6:30 p.m. at the American Legion at 168 State St, Auburn, NY 13021
- Quotes for new van:
 - Matthews Buses Commercial- \$63,205.14
 - Shepard Bros-\$62,325.00
- The Department of Transportation grant applications will open this fall/winter.
- Will be participating in the Senior Moments Resource Fair
- 20 new veterans in the community have enrolled in VA Health Care since the clinic relocated.

Susan Dwyer (County Clerk) – No updates

Christopher Palermo (County Attorney) – No updates

Paul Bornemann (Information Technology) – No updates

- 2020 Budget Planning
 - Working with suppliers to finalize budget request
- Working with departments impacted by Bail Reform & CPL 245
 - Sheriff, 911, DA, Probation
 - Anticipate increased need for document scanners, Applications Interfaces, Cloud Storage, Network Bandwidth, Tablet/Notebook Computers
- Active Projects
 - IT – implementing SOPHOS CLOUD Security Suite for end point protection, expect to be fully implemented on desktops/laptops end of July, will be implementing on Servers until December 2019
 - Windows 10 OS deployments (including new notebook systems), Server OS Upgrades (all need to be completed by end of December)
 - Presented to Department Heads - T-Mobile as an alternative carrier for iPhones and Fleet management. Potentially significant savings vs current Verizon Wireless (potential savings of \$10-20k per year)
 - BOE – coordinating Electronic Polling and Voting Cyber Security Measures, received initial estimate from NYS sponsored SIEM solution of \$50k per year – looking at ways to reduce this cost.
 - DSS – Northwoods Application Implementation underway in coordination with NYS
 - Mental Health
 - TelePsych solution demo was very positive – system costs being evaluated

- Veterans – implemented new SurfaceGo Cellular notebook computers to provide staff with portable systems to better serve veterans.
- IT Department Leadership next steps...
 - Apologies that I could not attend this month's meeting due to planned vacation
 - Met with Mr. Deforest where we discussed options, pro's / con's, challenges
 - I will be back in the office Tuesday 9/24, available to meet / discuss options

Sheila Smith (Clerk of the Legislature) – No updates

RESOLUTIONS:

VETERANS:

9-19-GO-1 Authorizes Cayuga County Veterans Services to abolish one part time clerk position and create one part time Veteran Service Officer Position

ADJOURNMENT: Tuesday, October 8, 2019 at 5:30PM

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.

9-19-60-1

RESOLUTION NO. _____

9/24/19

VET Create VSO rev

AUTHORIZES CAYUGA COUNTY VETERANS SERVICES TO ABOLISH ONE PART TIME CLERK POSITION AND CREATE ONE PART TIME VETERAN SERVICE OFFICER POSITION.

BY: Hon. Joseph DeForest, Chair, Government Operations
Hon. Patrick Mahunik, Chair, Ways & Means

WHEREAS, presently there are two Part Time Clerk positions in the Veteran Services Department; and

WHEREAS, a current Part Time Clerk has been accredited through the American Legion as a Veteran Services Officer. This accreditation is a requirement by the Veterans Administration to process and sign claims on a veterans behalf. Due to the increase in outreach initiatives and workload to support the county and community veterans the duties of the PT Clerk incumbent no longer reflect the work performed and the expanded ability resulting from the VA accreditation; and

WHEREAS, the funding for the PT Clerk position salary is included in the 2019 budget (A65100-51001); and

WHEREAS, the rate of pay for the PT Veterans Services Officer is the same as that of the PT Clerk position; now therefore be it

RESOLVED, that Cayuga County Director of Veteran Services be authorized to abolish the Part Time Clerk position (PC #007703), create and provisionally fill a Part Time Veteran Services Officer position effective October 2019 in accordance with the Civil Service Rules and Regulations and the policies of the County of Cayuga; and be it further

RESOLVED, that Part II of the Cayuga County Compensation Plan be amended to include PT Veterans Services Officer with a probationary rate of pay at \$17.86/hr and Step 1 rate of pay at \$18.01/hr.

Government Operations Committee

Ways & Means Committee

Joseph DeForest, Chair

Patrick Mahunik, Chair

Elane Daly

Joseph Bennett

Andrew Dennison

Elane Daly

Michael Didio

Joseph DeForest

Ryan Foley

Ryan Foley

Patrick Mahunik

Christopher Petrus

Aileen McNabb-Coleman

Paul Pinckney

Co. Atty. 

Authorization to Create/Fill

A copy of this completed form MUST be attached to ALL Civil Service MSD-426 forms when filling a position.

Date 9/4/2019

Authorization To: Create and Fill **

** New Position Duties Statement (NPDS) - Short Form
REQUIRED IF the title exists within the department

** New Position Duties Statement (NPDS) - Long Form
REQUIRED IF the title does NOT exist within the department

Do you anticipate this request to result in fill-behinds? No

Cayuga County Department Veterans

Job Title Being Requested (Exact Civil Service Title) Veteran Services Officer

Position Status Permanent

Position Designation Full-Time

Budget Account Number a65001

Is a position being abolished to create the new position? Yes

Position Control Number of Position Being Abolished 007703

Civil Service Title of Position Being Abolished Clerk Part time

Comp Plan Abolished Position Was Included In Part II

Minimum/Probationary Salary for Abolished or Vacated Position 17.86

Maximum Salary for Abolished or Vacated Position 18.01

Is the abolished position currently filled?	Yes
What is the current employee's salary for the abolished position?	18.01
Is the salary of requested position in the current comp plan?	No
Comp Plan Requested Position WILL BE IN	Part II
Probationary Salary Amount	32510
Step 1 Amount (Part II)	32510
Starting Salary for Position Requested	32860
Justification for Salary Requested	looking at the positions in similar counties and what they are paying their VSO positions
Does position include fringe benefits?	Yes
What is the justification for filling this position AND why is it important for your department?	The Veterans Department requires this position in order to submit claims for veterans. Clerks are not supposed to process nor sign off on claims for the Veterans department. The current clerk is VSO accredited and should be moved into the appropriate and necessary position
How is this position funded?	Budget
Is this a reimbursed position?	No
What will the fiscal impact of filling this position in your budget this year and in future fiscal years?	Same salary in part time status will have no impact but would like to make the change, if the VSO position is approved, to change it in the 2020 and future budgets to a full time position especially with the changes and increased impact to the veterans community the veterans department is looking to establish moving forward.
Department Head	Jessica Strassle
Date	9/4/2019
Attestation	I am the department or agency head listed above authorized to submit by the appointing authority