



**MINUTES**  
**GOVERNMENT OPERATIONS COMMITTEE**  
**Thursday, June 10, 2021 – 5:30PM**  
**Live Stream Link - <https://youtu.be/GJCuUeZ3SPw>**

**CALL TO ORDER:** By Hon. Ryan Foley, Chair called the meeting to order at 5:32PM

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

**OTHERS:** Chair McNabb-Coleman, Legislator Elane Daly, County Attorney Chris Palermo, Assistant County Attorney Brittany Massi, IT Interim Director Paul Bornemann, County Clerk Sue Dwyer, BOE Commissioner Katie Lacey, and Deputy Clerk of Legislature Amanda Morgan

**MINUTES TO APPROVE:** May 13, 2021, **Motion by Petrus, 2<sup>nd</sup> by Strong, all in favor.**

**APPOINTMENTS:** None

**OTHER: Discussion on Charter –**

Petrus says that he will present the information that he has at the next Government Operations meeting and then proceed from there. He says he does intend to have a draft resolution with the assistance of Palermo. McNabb-Coleman says she wants to ensure that everyone has the same information. Petrus says everything that he has will be transmitted to everyone on the legislature. Daly says that she would be interested in the pros and cons of the charter. Petrus says that is what he intends to discuss.

Foley mentions that a veterans hiring committee has been established, which includes himself, McNabb-Coleman, Orman, Strong, and Lippoldt. The next step in the process will be advertising for the Veterans Director position and review the resumes.

**DEPARTMENT UPDATES FOR COMMITTEE:**

**Cherl Heary and Katie Lacey (Board of Elections) –**

Most of the office activity during May involved independent nominating petitions. The office fielded multiple questions regarding the process. As of the close of business on May 25<sup>th</sup> which was the last filing date we have received 19 independent petitions. Throughout the month we have also been receiving and processing returned mail check cards which indicate voters who have relocated within the last year. So far we have received 1,731. The usual activities this month have included 79 new registrations, 187 transfers and 16 name changes.

We have scheduled our poll workers for early voting and the June Primary. We have utilized our HAVA equipment grant (The Shoebox) to purchase additional printers. For this year's primary we will be printing ballots on demand at each City of Auburn poll site. Our longer term plan is to move away from outside printers for our ballots and convert to all ballot on demand. This would be a considerable savings. Trying this for the primary is an interim step to see if any problems become evident.

We have also determined that we can save on our Mi-Fi expense for elections by contracting through our poll book contractor rather than the County's Verizon contract. The Verizon requirements resulted in our paying for months when we had no need for service.

Eight school districts used our equipment and had us program their ballots for the May elections. There were a number of close school elections and questions arose during the day and afterward regarding our roll in the school elections. The District Clerks are actually responsible for administering, but most rely on our office to resolve questions or issues. We are considering ways we can help the Districts without getting caught in some future dispute.

**Sheila Smith (Clerk of the Legislature) –**

- Special Legislature meeting scheduled for Wednesday, June 16<sup>th</sup> at 5:30 re: The American Rescue Plan
- Committee meetings and Legislature meetings are still be held mostly virtually
- One Resolution, Amending Cayuga County Policy No. 065, Pre-Employment Drug Testing, written by Chris Palermo and goes under Clerk of Legislature as it is a policy change

**Christopher Palermo (County Attorney) – no updates**

**COUNTY ATTORNEY:**

6-21-GO-2 Adopting Local Law No. \_\_\_\_ for the year 2021, “A Local Law Establishing the Cayuga County Ethics Code and Board of Ethics for the County of Cayuga.” **Motion by Kerr, 2<sup>nd</sup> by Petrus, all in favor.**

**Susan Dwyer (County Clerk) –**

1. It is extremely important and extremely timely that this committee or whoever has the authority, to get our County Historian’s Office open to the public and to get the staff back into their office so they can actually do the work that they have been hired to do.  
It has been more than 7 months of disruption, and displacement and the inability to serve the public. I have been requesting that we find a permanent resolution and the Historian Community is up in arms over this (they would like to know who to contact), as they should be. I would like to be put on the agenda to further this discussion at the June 10 meeting of Government Operations and invite our County Historian Staff to that meeting.
2. In DMV we kicked off our 12<sup>th</sup> Annual Organ Donor Month on May 20 and we will continue to promote this lifesaving and life changing initiative.
3. The County Clerk’s Recording Office and the Records Center is now open to the public without appointments. At this time in-office transactions are by appointment only in the DMV and we schedule 1000 + appointments every month. We process 5500-6000 other transactions in addition to the appointments. We are extremely busy! Our new part time staff person continues to be trained.
4. We will start processing Passports on June 21, by appointments only. We are currently splitting and re-arranging the Postage Room to allow for a designated space to process passports and do photos. I want to thank Buildings and Grounds for their assistance!

**Paul Bornemann (Information Technology) –**

○ **Active projects**

- BOE cyber security initiative...partial funding by NYS BOE – meeting monthly
- Alignment with NIST CSF for all cyber security work
- 911 Phone System upgrade (through JUNE 2021)
- Jail system upgrade project
- Seeking grant funding for replacement systems & cellular router for Sheriff Vehicles

**Lindsey Wilkinson (Veterans Interim Director): no updates**

**RESOLUTIONS**

**CLERK OF LEGISLATURE:**

6-21-GO-1 Amending Cayuga County Policy No. 065, Pre-Employment Drug Testing. **Motion by Petrus, 2<sup>nd</sup> by Strong, all in favor.**

**Motion by Petrus to adjourn at 6:45PM, 2<sup>nd</sup> by Kerr, all in favor.**

