



LIVINGSTON COUNTY BOARD OF SUPERVISORS' MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

COMMITTEE: WAYS AND MEANS

DATE: JULY 12, 2021

TIME: 1:30 P.M.

Committee Members

- D. Pangrazio, Chairman
- W. Wadsworth, Vice Chairman
- D. Fanaro
- M. Schuster
- D. Babbitt Henry
- D. LeFeber
- D. Mahus

PLEDGE OF ALLEGIANCE:

1:30 PERSONNEL ISSUES

**1. BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER
AMENDING A PORTION OF RESOLUTION NO. 2020-351**

WHEREAS, Resolution No. 2020-351 adopted the 2021 County employee salaries and established certain compensation and benefits for other employees; and

WHEREAS, several Elections positions on the Section i) Miscellaneous Pay Rates-2021 list are incorrect; now, therefore, be it

RESOLVED, that the wages for the following Elections positions listed on the Section i) Miscellaneous Pay Rates-2021 Section-i of Resolution No. 2020-351 are hereby corrected as follows:

Title	2021
Elections Inspector: adult care facility voter assistance	\$50.00/day
Elections Inspector: general election (e.g. 6 A – 9 P)	\$200.00/day
Elections Inspector – special election, Federal	\$200.00/day
Elections Inspector – special election, other	\$200.00/day
Elections Inspector – training	\$25.00/day
Elections Inspector: village and primary elections (e.g. 12 P – 9 P)	\$150.00
Poll Site Coordinator: general election	\$225.00/day
Poll Site Coordinator: primary	\$225.00/day

and be it further

RESOLVED, that this portion of Resolution No. 2020-351 is hereby amended.

2. CENTER FOR NURSING & REHABILITATION – STEPHEN WOODRUFF

**AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: LIVINGSTON COUNTY
CENTER FOR NURSING AND REHABILITATION**

AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE

RESOLVED, that the 2021 Livingston County Salary Schedule is amended as follows:

Livingston County Center for Nursing and Rehabilitation:

- Create one full-time Admissions Support Coordinator position at Wage Grade 13 CSEA Contract effective 7/14/21.

For: The Admissions Support Coordinator will complete clinical reviews of all referrals, and handle pre-admission logistical tasks necessary to assist and facilitate admissions within the Center, under the supervision of the Director of Long Term Care.

- Delete one full-time Admissions Coordinator position at a Wage Grade 17 effective immediately.

For: The creation of an Admissions Support Coordinator position will replace the Admissions Coordinator position.

3. DEPARTMENT OF HEALTH – JIM PERAINO



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AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH AND REFERRING THIS MATTER TO THE WAYS AND MEANS COMMITTEE

RESOLVED, that the 2021 Livingston County Salary Schedule is amended as follows:

Health Department:

- Create three (3) full-time Public Health Specialist positions at Wage Grade 15, CSEA Contract, effective July 14, 2021.

For: To assist in ELC grant for post academic surveillance.

- Create one (1) full-time WIC Nutritionist position at Wage Grade 16, CSEA Contract, effective July 14, 2021.

For: To replace current position with the NYS WIC regulations/standards.

- Delete one full-time Community Mental Health Nurse position at a Wage Grade 17, effective immediately.

For: This position is no longer viable for the Mental Health clinic.

4. DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE

AMENDING THE 2021 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF SOCIAL SERVICES AND REFERRING THIS MATTER TO THE WAY AND MEANS COMMITTEE

RESOLVED, that the 2021 Hourly Employee Salary Schedule is amended as follows:

Social Services

- Create one full-time Case Supervisor – Grade A position effective immediately.

For: To increase management capacity regarding policy directives and reporting requirements.

- Create one full-time Data Management Analyst position effective immediately.

For: To increase capacity for data analytics in both program and financial components in order to increase revenue and create efficiencies.

1:45 COUNTY ATTORNEY – SHANNON HILLIER

Action Item(s) To Be Reported

1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR LABOR AND EMPLOYMENT LEGAL SERVICES–HANCOCK ESTABROOK LLP

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Hancock Estabrook, LLP	7/1/21-6/30/23	\$225.00/hour Partner
1800 AXA Tower I	w/1yr Renewal at	\$195.00/hour Associate
100 Madison Street	County's Option	\$115.00/hour Paralegal
Syracuse, New York 13202		

For: Labor and Employment Legal Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County Budget	100%	Yes

1:50 OTHER – WILLIAM MANN

Action Item(s) To Be Reported

1. AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR THE INTERNAL CUSTOMER SATISFACTION ANALYSIS/PROCESS REVIEW OF LIVINGSTON COUNTY DEPARTMENTS: TRANSPRO CONSULTING, LLC

WHEREAS, the County of Livingston solicited a Request for Proposal for internal customer satisfaction of Livingston County Departments that have the most internally facing service delivery processes, and (3) proposals were received, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to

cc: BOS, Administration, Amy Davies, Jason Parker, Tish Lynn, Bill Fuller, Julie Barry



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sign the following contract, which is determined to be the most qualified to provide said services, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
TransPro Consulting, LLC	7/1/2021-12/31/2021	\$65,250.00

11935 Pasco Trails Boulevard
Spring Hill, FL 34610

For: Internal Customer Satisfaction Analysis / Process Review

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Operating Budget	100%	Yes X No

Director's Comments: For an internal customer service review and analysis of the more internal facing county departments.

2:00 COUNTY ADMINISTRATOR – IAN COYLE (Attachments)

Action Item(s) To Be Reported

- APPROVING ABSTRACT OF CLAIMS #7A-JULY 14, 2021**
- AMENDING 2021 LIVINGSTON COUNTY BUDGET-OFFICE FOR THE AGING**
RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries that have been approved by the Livingston County Administrator.
- ESTABLISHING AN ACCOUNT – CONESUS LAKE SAFE YIELD**
RESOLVED, that the Livingston County Treasurer is authorized and directed to establish a new account per the electronic entries that have been approved by the Livingston County Administrator.

Pre-approved Informational Item(s) To Be Reported

- ARP Update
- Collective Bargaining

2:15 ADJOURNMENT

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

- The final assessment rolls have been printed and picked up by the Assessors.
- School District final rolls will be delivered to the various Schools by the Assessors.
- Final Assessment Rolls are updated on the Website.
- Property owners that want to file a Small Claims to dispute their assessment, can do so by July 31st.



2021 Budget Request - Amendment with Instance ID of 51717 from Office for the Aging - Awaiting Board Approval

lfforms to: MRees

07/06/2021 08:03 AM

2021 Budget Request - Amendment from **Office for the Aging** has been approved by the County Administrator. This request requires board approval.

Date of Request: 7/2/2021

Department: Office for the Aging **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 51717

From Appropriation / Revenue

From Dept Code:

From Dept Description: Stimulus Funding

0.00

To Appropriation

To Dept Code:

To Dept Description: Stimulus Funding

38180.00

Reason: (if applicable)

Source of Revenue: Federal stimulus money to be used on Vaccine access (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf



2021 Budget Request - Establish Account with Instance ID of 51596 from Planning - Awaiting Board Approval

lforms to: MRees

06/25/2021 03:00 PM

2021 Budget Request - Establish Account from **Planning** has been approved by the County Administrator. This request requires board approval.

Date of Request: 6/25/2021

Department: Planning **Program:**

Type of Request: Budget Request - Establish Account

Instance ID: 51596

From Appropriation / Revenue

From Dept Code:

From Dept Description: Contingency

68500.00

To Appropriation

To Dept Code:

To Dept Description: Conesus Lake Safe Yield

68500.00

Reason: (if applicable)

Source of Revenue: Will need DEC/OAG review and then reimbursed if approved by Akzo Settlement Funds at a later date. (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf