

WAYS & MEANS COMMITTEE MEETING MINUTES
MONDAY, APRIL 8, 2019
1:30 P.M.

PRESENT: D. Pangrazio, D. Knapp, D. Fanaro, E. Gott, W. Wadsworth, D. LeFeber, D. Mahus, B. Donohue, M. Falk, I. Coyle, H. Grant, S. Hillier, A. Ellis

Ways & Means Chair Dan Pangrazio led the Pledge of Allegiance.

PERSONNEL ISSUES

1. PUBLIC DEFENDER – BRADLEY JANSON

Action Item(s) To Be Reported

AMENDING THE 2019 DEPARTMENT HEAD SALARY SCHEDULE: PUBLIC DEFENDER

RESOLVED, that the 2019 Department Head Salary Schedule is amended as follows:

Public Defender

- Convert one 3/4 Assistant Public Defender position to full time and setting an annual salary of \$70,000.00 effective April 14, 2019.

Director's Comments:

This position will replace the 3/4 time Assistant Public Defender position currently assigned to misdemeanor cases. It will remain a misdemeanor attorney, but the change to full time is necessary because of the increase in misdemeanor cases and the caseload standards set by the state. This increase from 3/4 to full time was included in the county's year one budget under the *Hurrell-Harring* Settlement funds and will reimburse the county for the salary increase as well as the benefits associated with full time employment.

Mr. Janson explained that this is a straightforward matter due to the new rules and regulations that the State has promulgated. There is really no impact on the County as the salary and benefits are covered through the Hurrell Harring settlement. The request is to change a 3/4 position to full time is covered by monies from the Hurrell Harring settlement.

Motion: Mr. Gott moved and Mr. Mahus seconded to approve the foregoing resolution.....Carried.

2. AMENDING THE 2019 LIVINGSTON COUNTY SALARY SCHEDULE: EMERGENCY MEDICAL SERVICES

RESOLVED, that the 2019 Livingston County Salary Schedule is amended as follows:

Emergency Medical Services

- Create one full-time Senior Typist position at Wage Grade 7 CSEA Contract effective immediately.

Mr. Coyle explained that the clerical person is now an Emergency Management Services senior typist position and that person has resigned and moved out of state. Mr. Coyle has met with both department heads and found that in terms of activity % splits, it is 75-25 or even 80-20 in terms of Emergency Medical Services activity, which is not a surprise given the growth of that department. The other position in Emergency Management Services will be deleted.*Motion: Mr. Fanaro moved and Mr. Wadsworth seconded to approve the foregoing resolution Carried.*

CLERK OF THE BOARD – MICHELE REES

Action Item(s) To Be Reported

1. RESCINDING RESOLUTION NO. 2019-100

WHEREAS, Resolution No. 2019-100 authorized a contract with Diligent Corporation for iCompass Video Manager HD, and

WHEREAS, this additional scope of services should have been treated as a contract amendment to the existing iCompass contract authorized by Resolution No. 2018-96; now therefore be it

RESOLVED, that Resolution No. 2019-100 is hereby rescinded.

The Clerk explained that when this contract was received, it was more of a contract amendment to the original agenda management contract with iCompass. Today's request is to rescind the Diligent video streaming

resolution done at the last board meeting and amend the 2018 iCompass resolution to include video streaming and also changing the contractor name to Diligent Corporation. The Clerk believes there may be another amendment when we include digital voting.

Motion: Mr. Knapp moved and Mr. Gott seconded to approve the foregoing resolution..... Carried.

2. AMENDING RESOLUTION NO. 2018-96

WHEREAS, Resolution No. 2018-96 authorized the Chairman of the Board of Supervisors to sign a contract for Livingston County with iCompass Technologies, Inc. for an agenda management program, and

WHEREAS, iCompass Technologies, Inc. is now the local government solution under the Diligent brand; and

WHEREAS, Livingston County would like the contract to expand the scope of services to include the video manager program for an additional cost of \$5,600 per year; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract amendment for Livingston County, and any future amendments to said contract, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Diligent Corporation	4 years	\$12,400.00/year-Agenda
US-Corporate Headquarters		\$5,600.00/year-Video

111 West 33rd Street, 16th Floor

New York, New York 10120

For: iCompass Agenda Manager HD & Video Manager HD Annual Service Contracts

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>		
Department Budget	100%	Yes	No	X

and be it further,

RESOLVED, that Resolution No. 2018-96 is hereby amended.

Motion: Mr. Wadsworth moved and Mr. Mahus seconded to approve the foregoing resolution Carried.

Ms. Rees explained that department head training is now complete.

MOTION TO MOVE AGENDA FOR ITEM #5

Mr. Fanaro moved and Mr. Knapp seconded to move the agenda Carried.

5. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE: PROFESSIONAL MEDICAL PRACTICE PC AND PRIME CARE MEDICAL OF NEW YORK, INC.

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Sheriff’s Office, and any future amendments to said contract, according to the term(s) designated, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Professional Medical Practice PC	4/8/19-4/7/20	\$9,708.34/monthly

Prime Care Medical of New York, Inc.

3940 Locust Lane

Harrisburg, Pennsylvania 17109

For: Contract provides limited health care services (both medical and psychiatric) to inmates at the Livingston County Jail.

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>		
County Budget	100%	Yes	No	

Director’s Comments: This contract requires immediate execution in order to avoid any disruption in medical services as a result of the current physician’s unexpected resignation. This is a joint contract with Professional Medical Practice PC providing the medical services and Prime Care Medical of New York Inc. providing the

technical software for medical billing and maintenance of medical records at one monthly cost. This will also enable us to utilize their secure telemedicine system reducing the need for medical transports. An RFP will be drafted and advertised soon to place a permanent contract for these services.

This contract requires immediate execution in order to avoid any disruption in medical services as a result of the current physician's unexpected resignation. This is a joint contract with Professional Medical Practice PC providing the medical services and Prime Care Medical of New York Inc. providing the technical software for medical billing and maintenance of medical records at one monthly cost. This will also enable us to utilize their secure telemedicine system reducing the need for medical transports. An RFP will be drafted and advertised soon to place a permanent contract for these services.

Mr. Coyle reviewed the history of the staff medical position at the Jail and how that was moved to an employee a couple years ago because of some wage and hour considerations that we did for the whole salary schedule. This was an annual expense of ~\$50,000 that he bills back for time on hourly check ins that he does on a weekly basis for the provision of medical care at the jail facility requirement under Commission of Corrections standards with jail medical care, nursing and the mental health component. An integral piece of that is the actual position. Dr. Aguirre indicated that he was resigning. We have to work within the restrictions of the tight notice provided. Given that, we have to move quickly. CD Yasso reviewed the steps taken after receipt of Dr. Aguirre's resignation. We are required to have a medical doctor/jail physician. The Board of Supervisors is required to appoint a medical director to the jail. Due to the limited time and how there are many people interested in this type of work, CD Yasso reached out to a privatized medical company. Prime Care is based out of Harrisburg, Pennsylvania and they handle all of the medical needs for Monroe County Sheriff's Office in the same capacity at this time. It was an easy idea to talk to Prime Care because they already have 100+ employees working in Monroe County and it would be easy for them to step in and facilitate that service. Dr. Aguirre put his notice in that he would no longer be our physician midnight last night, so we needed to have someone in place at that time. Prime Care was willing to do that, so in talks with Ian Coyle, Shannon Hillier and Sheriff Dougherty, they started to fill that role last night knowing that we had not presented to the Committee or Board yet to approve that contract. They were willing to take on the risk in the hopes that we would be able to put a contract in place for a short amount of time. They have offered a medical director position as they have several PAs that work out of Monroe County that are willing to come into the facility this week. They also offer site MPs that is something we didn't have before that is crucial to our population and all of the medical health needs. They also bring a whole host of other benefits, including accreditation with the national council and better reporting software for medical records that we don't have now. They have said that they have significant buying power with pharmaceuticals that we don't have now. We are looking for approval of the contract with Prime Care for the interim until we can do more research to find someone to fill the medical director position at the jail. Mr. Coyle explained that an option could be another medical professional like Dr. Aguirre that would work on an hourly basis that would equate to an annual salary, but given the timeline we needed to make a quick decision. *Motion: Mr. Gott moved and Mr. Mahus seconded to approve the foregoing resolution..... Carried.*

OTHER – DAN PRANGRAZIO/JOE GUNTHER

Action Item(s) To Be Reported

1. LIVINGSTON COUNTY LAND BANK CORPORATION

Mr. Gunther reviewed the distributed the Land Bank activities report. He is here today to update the Committee on the Land Bank Corporation and submit a formal funding request for \$50,000 from the 2019 Budget. Mr. Gunther explained that the money was not appropriated in the 2019 Budget due to a decision to wait until it was determined whether we were going to receive any grant funds from applications submitted last October, which we did receive \$500,000. We also needed to see how restrictive our grantor, Enterprise Community Partners, was going to be with said grant money. Mr. Gunther reviewed the activities since Mr. Coyle's report in October. Mr. Gunther is the Land Bank's first employee, with him working part time for the Land Bank and part time as the County Administrator's Intern. The first acquired property was the successful completion of a Habitat for Humanity project in the Town of Leicester. Mr. Gunther reviewed how the Land Bank is in the preliminary process of acquiring two properties, one in Village of Mt. Morris and one in the Village of Dansville. Mr. Gunther explained that they are keeping a close eye on the tax foreclosure list filed last week for potential properties. Mr. Gunther explained that the funding request today is for a transfer out of the unused federal lobbying budget line, to cover seed capital, short term expenses to be paid right now. Any entity does not rely on one method of funding and Mr. Gunther reviewed other funding sources he will be researching. Mr. Prangrazio added that this funding is needed to help the Land

Bank get started with projects. They will not be making any commitments to Enterprise for the number of projects they to accomplish this year. The Land Bank would like to get started on the purchase the Dansville property and the Mt. M property demo. There was discussion on the original \$25,000 transferred to the Land Bank and Mrs. Ellis explained how \$11,000 has been used to date set up of payroll, insurance, the creation of a website, membership dues, an audit, which was required by Public Authorities Reporting out of Albany. Mr Gott stated that he is in favor of this financial support but is in favor of the Land Bank cherry-picking foreclosure properties and would rather see the Land Bank physically participate in the live auction.

Motion: Mr. Gott moved and Mr. Wadsworth seconded to approve the foregoing resolution ... Carried.

COUNTY ADMINISTRATOR – IAN COYLE

Action Item(s) To Be Reported

1. APPROVING ABSTRACT OF CLAIMS #4A-APRIL 10, 2019

Motion: Mr. Mahus moved and Mr. Fanaro seconded to approve the foregoing resolution..... Carried.

2. AUTHORIZING TRANSFER OF FUNDS – DEPARTMENT OF HEALTH & HISTORIAN

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Transfer Request Forms on file in the Office of the Clerk of the Board which have been approved by the Livingston County Administrator.

Mr. Coyle reviewed the transfers for approval.

Motion: Mr. LeFeber moved and Mr. Gott seconded to approve the foregoing resolution..... Carried.

3. AMENDING 2019 LIVINGSTON COUNTY BUDGET-PLANNING (2)

RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries, which have been approved by the Livingston County Administrator.

Mr. Coyle reviewed the amendments for approval.

Motion: Mr. Knapp moved and Mr. LeFeber seconded to approve the foregoing resolution Carried.

4. DECLARING SURPLUS PROPERTY-SHERIFF'S OFFICE

WHEREAS, the County of Livingston owns personal property that is no longer necessary for public use, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby declares Livingston County property as surplus property to be disposed of as determined by the County Administrator per the Surplus Property entries on file.

This vehicle surplus was recommended by the County Highway garage.

Motion: Mr. Mahus moved and Mr. Fanaro seconded to approve the foregoing resolution..... Carried.

Pre-approved Informational Item(s) To Be Reported

1. DISCUSSION ON PLASTIC BAG BAN & FEE CONSIDERATION-Mr. Coyle reviewed the plastic bag ban across the state. There is a local option for counties to impose a \$.05 fee for paper bags to take effect on or after March 1, 2020. Mr. Coyle is seeking committee thought on this matter moving forward. There was discussion that this is just another burden put upon consumers and merchants. The Committee chose not to pursue the installation of a fee at this time.

2. Mr. Coyle updated the Committee on the AIM monies and how that has been restored in the State budget, but the money is now coming from County sales tax distributions before they come to the county government. This is under the auspices that there is new county revenue coming in from Internet sales tax. It looks like the process will be an administrative sweep by the Comptroller of whatever is necessary to make payments to the towns and villages from what would have otherwise been our total sales tax draw. Mr. Coyle's estimate is about a \$400,000 impact. The state will say we are looking at additional revenues for Internet sales tax and that is new money and we are going to get less new money now. Our budget is not built upon having another \$400,000 payment. The precedent that this sets is a terrible one. The state is going to contribute something from the state budget, get rid of it and have a county government pick it up.

ADJOURNMENT

Mr. Gott moved and Mr. Fanaro seconded to adjourn the meeting at 2:03 p.m.

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

1. Provide the Assessors with paperwork for filing of the Tentative Assessment Roll.
2. Our Office will print the Tentative Assessment Rolls for the Assessors. Rolls are to be filed with the Town Clerk by May 1st.
3. Our Office will run Change of Assessment Notices for the Assessors
4. Board of Assessment Review Training is scheduled for April 16th.
5. Provide the Assessors with the Assessor's Financial Disclosure Statement form. Forms are to be filed by May 15th.

Respectfully submitted,

Michele R. Rees, IIMC-CMC
Clerk of the Board