

**PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, MAY 2, 2018
9:00 A.M.**

PRESENT: G. Deming, C. DiPasquale, B. Carman, S. Erdle, M. Schuster, D. LeFeber, D. Mahus, B. Donohue, M. Falk, I. Coyle, H. Grant, S. Hillier

Public Services Chair Jerry Deming asked Groveland Supervisor Bill Carman to lead the Pledge of Allegiance.

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AWARDING BID AND AUTHORIZING CONSTRUCTION CONTRACT FOR CULVERT REPLACEMENT PROJECT, COUNTY LINE ROAD (CR-36A) OVER TRIBUTARY TO HONEOYE INLET, NYS DOT PIN 4BNY15, TOWN OF SPRINGWATER, FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – C.P. WARD, INC.

WHEREAS, after the proper legal advertisement seeking bids for the construction phase of the Bridge-NY CR-36A Culvert Replacement Project, three (3) bids were received and opened on April 25, 2018, now, therefore, be it

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

<u>Contractor</u> C.P Ward, Inc. 100 West River Road P.O. Box 900 Scottsville, NY 14546	<u>Term</u> 5/9/18- 12/31/18	<u>Amount</u> \$305,752.50
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For: Construction Phase, Bridge-NY Culvert Replacement Project, PIN 4BNY15, County Line Road (CR-36A) over tributary to Honeoye Inlet, Town of Springwater.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Bridge-NY Program & Liv. Co. Hwy. Appropriations	24.4%	Yes X No

Director's Comments: Bids will be opened on April 25, and Consultant CHA will review bids and make an award recommendation. Full cost and contractor information will be provided at the May 2, 2018 PS Committee Meeting.

Mr. Higgins reviewed the bid and explained that the exact numbers will be sent to the Clerk for the resolution.

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

2. AMENDING RESOLUTION NO. 2017-259

WHEREAS, Resolution No. 2017-259 authorized contracts for pre-treated and untreated bulk sodium chloride (crushed rock salt) for the term 9/1/17-8/31/18, and

WHEREAS, the contracts provide for a 1-year extension at the sole option of the County, and

WHEREAS, Livingston County chooses to exercise its option to proceed with the 1-year contract extensions, now therefore, be it

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

<u>Contractor</u> American Rock Salt PO Box 190 Mt. Morris, NY 14510	<u>Term</u> 9/1/2018- 8/31/2019	<u>Amount</u> \$40.00/Ton
For: Untreated Crushed Rock Salt, FOB Stockpile American Rock Salt PO Box 190 Mt. Morris, NY 14510	9/1/2018- 8/31/2019	\$45.95/Ton

For: Untreated Crushed Rock Salt, Delivered

American Rock Salt Co., Inc.

9/1/2018- 8/31/2019

\$52.00/Ton

PO Box 190

Mt. Morris, NY 14510

For: Pre-Treated Crushed Rock Salt, FOB Stockpile

Cargill, Inc. – Deicing Technology Business

9/1/2018- 8/31/2019

\$55.98/Ton

24950 Country Club Blvd., Suite #450

North Olmsted, OH 44070

For: Pre-Treated Crushed Rock Salt, Delivered

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
County Highway Department Budget Appropriations	100%	Yes XX No

And be it further,

RESOLVED, that Resolution No. 2017-259 is hereby amended.

Director’s Comments: Discussion on this issue was held during the April 4, 2018 Public Services Committee Meeting, with a decision to proceed with a Contract Extension.

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

3. AUTHORIZING A SUPPLEMENTAL PROFESSIONAL SERVICES CONTRACT FOR CONSTRUCTION INSPECTION SERVICES: BRIDGE-NY BRIDGE REHABILITATION PROJECT, PIN 4BNY.06, DEGROFF ROAD (CR-77) OVER KESHEQUA CREEK, TOWN OF NUNDA – HUNT ENGINEERS, ARCHITECTS, SURVEYORS

WHEREAS, Livingston County Resolution No. 2011-203 authorized a professional services contract with Hunt Engineers for completion of the Design Phase of the above-named project, and said Resolution provided for a subsequent Supplemental Contract for Construction Inspection services to be negotiated at a later date, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following supplemental 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>
Hunt Engineers, Architects, Surveyors	5/9/18 – 12/31/19	\$98,000.00

4 Commercial Street

Rochester, NY 14614

For: Supplemental Contract for Construction Inspection services for the above-named project.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Bridge-NY Program & Liv. Co. Hwy. Dept. Appropriations	5%	Yes X No

Hunt Engineers original agreement included a provision for construction inspection services to be added at a later date.

Motion: Mrs. Erdle moved and Mr. Carman seconded to approve the foregoing resolution..... Carried.

COUNTY CLERK – MARY STRICKLAND

Pre-approved Informational Item(s) To Be Reported

1. Department Update - Ms. Strickland presented department updates for the Committee.

Clerk Office - Surcharges, Pistol Permit Recertification, Mandatory Electronic Filing, Shred-it, Map/Scan Project Update - Mandatory e-filing started on January 24, 2018. This passes the scanning on to the attorneys. They have started shredding 2014-2017 civil and criminal actions under the Shred-it program. They are seeing an up-tick in foreclosures. To date they have taken in \$85,000 over the last two years that goes directly to the state. Judge Cohen is going to begin sending letters to those individuals that have not paid anything toward their surcharges owed.

DMV – Geneseo/Dansville DMV-Ms. Strickland discussed an incident that occurred at the Dansville DMV that then moved on to the Geneseo DMV and what she handled. There is no back door at the Dansville DMV. Mr. Mahus has taken the lead on getting quotes for the installation of a back door. There is only 1 key

for all access points. Thursday nights now has a Deputy on duty at the Government Center until 6pm. Ms. Strickland discussed changing the Thursday evening hours to 4-5:45 p.m. instead of 4-6:00 p.m. The State closes at 5:55 p.m. which locks the system and requires people to return the next day to complete their DMV business. Implementation would be set for June 1. Ms. Rees will send a public service notice to the Penny Saver for publication.

Motion: Mr. Schuster moved and Mr. Carman seconded to approve the foregoing resolution..Carried.

Informational Item(s) Written Only

COUNTY CLERK OFFICE

Pistol Permits 2018 vs. 2017 (01/01-03/31)

Approved	94	101
Denied	5	7
Sales	214	235

Foreclosures – index numbers issued

2018 vs. 2017 (01/01 – 03/31)

January	13	8
February	12	8
March	<u>11</u>	<u>7</u>
Total	36	23

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Action Item(s) To Be Reported

1. PROCLAIMING THE WEEK OF MAY 20-26, 2018 AS EMERGENCY MEDICAL SERVICES WEEK

WHEREAS, the Emergency Medical Services responders in Livingston County provide many hours to save lives and minimize the effects of injuries and illnesses; and

WHEREAS, EMS services are available 365 days a year; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim the week of May 20-26, 2018 as Emergency Medical Services Week in Livingston County to honor EMS personnel, technicians, nurses, physicians, and other healthcare providers who serve their community through EMS agencies and in the Emergency Department at Noyes Memorial Hospital.

There are typically a lot of EMS activities taking place over this week but they were changed to earlier in the year to coincide with the Rochester Society for Emergency Preparedness.

Motion: Mr. Carman moved and Mrs. Erdle seconded to approve the foregoing resolution.....Carried.

2. AMENDING A PORTION OF RESOLUTION 2016-126

WHEREAS, Resolution No. 2016-126 authorized the Chairman of the Board of Supervisors to sign various contracts for Livingston County Emergency Medical Services, and

WHEREAS, Resolution No. 2016-126 authorized a contract with Noyes Memorial Hospital for clinical experience for the EMS students in the Emergency Department with a contract term of 5/1/16-5/31/18, and

WHEREAS, the correct contract term is 5/1/16-5/31/19; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract for Livingston County Emergency Medical Services, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Noyes Memorial Hospital	5/1/16-5/31/19	\$0

111 Clara Barton Street

Dansville, New York 14437

For: Clinical experience for EMS students in the Emergency Department

And, be it further

RESOLVED, that Resolution No. 2016-126 is hereby amended.

Ms. Dewar reviewed the corrections needed to amend the original resolution.

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

The Deputy is in the process of viewing houses to move into the County. There was discussion on the recent Mercy Flight article siting the number of calls in Livingston County. Ms. Dewar described the way the area is divided up between the three service providers. The article was incorrect, Livingston has less than 10 calls in a year. Ms. Dewar explained that Livingston County does not have 1,000 calls for Mercy Flight and how the County is divided up among the three helicopter companies.

Informational Item(s) Written Only

- March 28, 2018 Medical Director meeting
- March 31, 2018 AHA BLS Instructor Review Audit
- April 5th & 9th, 2018 DOH Pre-POD Drill meetings
- April 5, 2018 County ALS Chief meeting & County Captain meeting
- April 9, 2018 MLREMS Executive meeting
- April 10, 2018 DOH POD Drill – Director Participation
- April 13 & 14, 2018 STEP Conference / MLREMS Awards attendance- Rochester
- April 16, 2018 REMAC meeting
- April 17, 2018 Medical Director meeting
- April 24, 2018 Opioid Task Force meeting at LCSO

PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

1. APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD: ANITA MARTUCIO

RESOLVED, that the following member is hereby appointed to the Livingston County Planning Board for the term designated:

Name	Address	Title/Representing	Term
Anita Martucio	6571 Hoes Hill Road Conesus, NY 14435	Town of Conesus	5/9/18-12/31/20

Director’s Comments: The Town of Conesus is recommending that Anita Martucio be appointed to the County Planning Board to represent the Town of Conesus. The Town was previously represented by Mrs. Betty Marble who passed away in 2017. Mrs. Marble’s term expired on December 31, 2017.

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

2. APPOINTING MEMBER TO THE LIVINGSTON COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL: WILLIAM MCCLEARY

RESOLVED, that the following member is hereby appointed to the Livingston County Environmental Management Council for the term designated:

Name	Address	Title/Representing	Term
William McCleary	3247 Bronson Hill Road Livonia, NY 14487	General Citizen	1/1/18-12/31/19

Director’s Comments: Mr. McCleary was appointed to the EMC in December 2017, but was unable to take his oath of office due to being out of town for a few months. He has returned and would like to continue serving on the EMC.

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

Informational Item(s) Written Only

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS UPGRADE PROJECT

Work continues on the following activities funded through SICG Round 4 – 1. New World System Upgrade (being managed by the Sheriff’s Office). The install and training are complete. The Sheriff’s Office is coordinating final system adjustments with Tyler Technologies. 2. Phone system replacement project (being

managed by the Sheriff's Office). The system has been installed and is up and running. 3. Construction is underway at the McFadden Trail Tower site. 4. The Sheriff's Office is working with C&S Engineers and Motorola on coverage plans and additional tower locations for continued improvement of interoperable communications with adjacent counties and in-county radio gap coverage locations. 5. We are working with Motorola to purchase 2 additional dispatch consoles for the primary 911 Center.

CONESUS LAKE WATERSHED MANAGEMENT ACTIVITIES:

Wilkins Creek Stormwater Management Feasibility Study. The kick-off meeting is scheduled for May 1, 2018.

Vitale Park Green Infrastructure & Shoreline Habitat Restoration Project. There were no responses to the RFP that was issued for the project. We continue coordinating possible next steps with the funding agency and are looking at additional funding sources to help with the project. (As a reminder: The grant award is for \$25,000. No in-kind match required. The project includes installing a 500 square foot rain garden, two 50 gallon rain barrels, and approximately 400 feet of shoreline restoration at Vitale Park on the shore of Conesus Lake. Each will serve as a functional demonstration project and will be accompanied by an interpretive public education kiosk. A landowner how-to booklet for shoreline restoration, lake friendly landscaping, and green infrastructure will be developed to accompany the Conesus Lake Watershed Council's newly developing "Shorescaping" public education campaign.)

Stormwater Management Tool Kit. Barton and Loguidice finalized work on the toolkit for addressing stormwater management concerns. The project includes recommendations and tools (factsheets, etc.) for improving coordination among local, state and federal agencies. The project includes a review of local regulations pertaining to stormwater management and provides development review flowcharts to assist municipalities when reviewing development applications relative to stormwater and flooding concerns. Planning staff is working on next steps for implementation.

Governor Cuomo's Initiative to Address Harmful Algal Blooms (HABS). Several representatives attended the HABS summit on March 26th to learn about the State's intent to develop HABS Action Plans for certain lakes, including Conesus Lake. NYS DEC plans on having a draft plan available for review in May 2018. The State plans on making funding for implementation available through the Consolidated Funding Application process.

Watershed Education Center at Vitale Park. A significant amount of staff time has been spent working with a group of dedicated individuals and volunteers on development of a year-round environmental educational program at the new center to be opened this year.

TRANSPORTATION ADVISORY COMMITTEE:

Community Development Work Group

Hamlet of Greigsville Transportation Safety and Access Improvement Plan. The Project Steering Committee met on March 27th to review and approve the final draft of the Plan. Next steps: We are scheduled to attend the Genesee Transportation Council Planning Committee meeting on May 10, 2018, for final acceptance of the Plan.

Public Transportation Work Group

Mobility Management Website. We've been working with Cambridge Systematics on getting the site ready for public use. The website is being used by test groups to help with data refinement. We anticipate the website being ready for public roll-out before the end of April. The web address is www.ridelivingston.com.

Genesee Active Transportation Plan. We received the award letter letting us know that the project is being funded. The months of April and May will be dedicated to developing the Genesee Transportation Council Scope of Work and the Request for Proposals for consultant services. We anticipate having a consultant on board in August 2018.

AGRICULTURAL AND FARMLAND PROTECTION BOARD:

Local Municipal Agricultural and Farmland Enhancement and Protection Plans: Planning staff continues to provide support to the towns and their consultant teams in the development and approval of local plans – towns of Ossian, Sparta, Mt. Morris, and Genesee. The Town of Ossian also submitted an application for funding assistance to help update its Zoning Law.

ENVIRONMENTAL MANAGEMENT COUNCIL (EMC)

Earth Day Award 2018. This year marks the 20th Anniversary of the EMC Earth Day Award program. The EMC will present the award on April 25, 2018, at the regular Board meeting.

COUNTY PLANNING BOARD

LET’S Plan. Reminder: “Evenings with the County Planning Board” is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

E911 ADDRESSING: The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff’s Office.

OTHER:

Land Bank Initiative. Our office and the Land Bank Board of Directors continue working on organizational activities needed to get the Land Bank fully operational.

1st Annual Livingston County Community Clean Up Event. This project was initiated through the County Administrator’s Office and is supported by Planning staff, Heather Grant, and the EMC. Local groups held clean up events during Earth Day weekend, April 21-22. We will highlight the success of the event at the EMC Earth Day Award presentation on April 25th.

2019-2023 Capital Improvement Program. The County Administrator’s Office and Planning Department staff are working on organizational activities for the next CIP process. ITS is currently developing a new project submission form using Laserfiche.

SHERIFF – UNDERSHERIFF MATT BEAN

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING GRANT AWARD CONTRACT FOR THE LIVINGSTON COUNTY SHERIFF’S OFFICE: NEW YORK STATE DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY SERVICES

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following grant award contract for the Livingston County Sheriff’s Office, 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>
New York State Department Of Homeland Security And Emergency Services	1/1/18-12/31/19	\$589,682.00

For: Consultant Serv. tower site improvements, radio/microwave network & Interoperability Coordinator

<u>Funding Source</u>	<u>Local Share</u>	<u>Budgeted?</u>
DHSES Grant	0%	Yes X No

Undersheriff Bean updated the Committee on the tower project and reviewed how the grant funds are going to be used.

Motion: Mr. Carman moved and Mr. Schuster seconded to approve the foregoing resolution..Carried.

2. FORENSIC SERVICES CONTRACT DISCUSSION-Undersheriff Bean reviewed the contract with Monroe County Crime Lab and the services covered in the past. After receiving and paying the 2018 invoice, we received a letter in April that Monroe County will no longer process our blood and urine samples. NMS Labs will be handling Monroe County’s overflow so we contacted them directly about a contract. The doctor from that lab made a presentation to the local Sheriffs in the Finger Lakes region. We have contacted NMS about taking our submissions. Monroe County stopped taking our submissions on May 1. We currently have some samples to be processed that we would like to FedEx out to the new company. The County Attorney explained how we received and paid an invoice for the full contract and then received Monroe County’s 4/11 letter removing services. The Clerk of the Board explained that the resolution in the Monroe County contracting system shows that a resolution was passed in March for comprehensive forensic services. The Undersheriff explained that we have contacted Monroe County to renegotiate our contract even though the payment is there, we need a new contract. The cost for urine testing is \$224 and \$274 for blood or we may

want to do an extended panel testing that would cost an additional \$112. We are not the only county that has been affected by Monroe County removing these services. NMS has told us, if we can get 1200 sq. ft. somewhere in this area, they will put up a lab to service us. If there were to happen, our cost may come down. NMS Labs can also do chemical testing and are working on getting certified in NYS for biology testing. If there were to happen we could potentially eliminate everything that we get done by Monroe County that we pay \$115,000 to the NMS Labs if they were to have a regional lab close to us. Last year we had Right now biology tests are ~\$2000 and chemical tests for drugs are ~\$370. There was discussion on the potential shared services opportunity with other counties if we had a local lab. There are six counties currently contracting with Monroe and affected by this contract change. The County Administrator highlighted the three actions needed moving forward:

- 1) Renegotiate the Monroe County contract because there are deliverables they are unable to meet anymore;
- 2) Approve the contract with NMS Labs today;
- 3) Research regional facility prospects with Economic Development for a potential lab located in Livingston County that we could then broach with this new company.

There were approximately \$35,000 worth of services last year and the contract amount was \$107,000. It does seem like Monroe County is trying to recoup their costs with the contract change. The Sheriff's Office contract also covers local police department samples. There was discussion on where Southern Tier cases are being sent. Timeliness for prosecution is a concern.

Motion: Mr. DiPasquale moved and Mr. Mahus seconded to move this action to the Ways and Means Committee on May 7 for further discussion..... Carried.

ECONOMIC DEVELOPMENT – BILL BACON

Action Item(s) To Be Reported

1. PROVIDING FOR A PUBLIC HEARING TO CONSIDER PUBLIC COMMENT ON THE COUNTY'S COMMUNITY DEVELOPMENT BLOCK GRANT CONTRACT WITH THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL FOR A COUNTYWIDE MICROENTERPRISE PROGRAM

RESOLVED, that the Livingston County Board of Supervisors hereby schedules a public hearing to be held on June 13, 2018 at 1:35 PM in the Board of Supervisors Assembly Room, Livingston County Government Center, Third Floor, Geneseo, New York, with the purpose of said hearing to provide information to the public regarding the Community Development Block Grant (CDBG) program and to consider citizen comments regarding the County's contract with the NYS Office of Community Renewal to provide grants in conjunction with capacity building and entrepreneurial assistance to support and foster the development of microbusinesses, and at least ten (10) days' notice shall be given by posting thereof on the bulletin board of the Government Center in this County and by publishing such notice at least one (1) time in the official newspaper of the County as provided by law.

Mr. Bacon explained that this is simply the second public hearing required in order to report on the Brew in Livingston Program.

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

Pre-approved Informational Item(s) To Be Reported

1. Public Market Update – Mr. Bacon explained that he has an individual that they are negotiating to hire for the Public Market Manager. The candidate is a retired U.S. Air Force veteran with extensive food service experience with Wegmans, an adjunct RIT Professor in the field of marketing and business and is an entrepreneur in his own right and has worked on several start-ups. He is a well-rounded candidate. Most recently he has been working with the Campus Axillary Services working on a commercial kitchen and a food incubator. He is coming back from a semester teaching abroad in China. This position would be employed as an independent contractor so he will not be on payroll and there is no fringe. We would be employing him for a period of May 14, 2018-November 12, 2018. We are applying for a grant through the USDA Farm Market Promotion Program. The job description aligns perfectly for a public market manager. If successful, this grant would fund three years to assist with these personnel costs. The grant would be awarded in November and

could be retroactive. In addition, the Finger Lakes Regional Economic Development Council has opened their CFA window so this will give us an opportunity to apply for a public market physical structure. These grants are due at the end of July. This is a number one priority for his office. Next steps would be acclimation of the new manager on his roll, getting to know existing local market people and reconvening the public market steering committee to review the template to determine a location for the market. Mr. Coyle reported that we are where we wanted to be in the original project timeframe. The public market comes up regularly at Coffee with the County events. There are a lot of TBDs (to be determined) items going forward.

Informational Item(s) Written Only

- The Agency submitted a request for all “qualified” census tracts to be designated for the Opportunity Zone Program. This program provides Federal tax incentives to developers/investors in projects that take place within a distressed area. The County has 15 census tracts, of which six (6) were “qualified” as distressed, per the definition of the program.
- Thus far there have been two (2) follow-up sessions to our County-wide Market Analysis which have been held in Avon and Nunda. We have scheduled meetings forthcoming for Lima (4/30) and Dansville (5/8). These meetings have been comprised of Agency-led discussions with the community members to define the priorities for their Villages. In general, we are seeing enthusiasm and motivation around promotion of community to attract visitors and improve the quality-of-life for families.
- A gathering of guidance counselors and administrators from the school districts of the GLOW region met at the GVEP Administration building in LeRoy to hear about the emerging job market and introducing students to STEM curriculum.

MOTION TO MOVE THE AGENDA

Mr. Carman moved and Mr. Schuster seconded to amend the agenda...Carried.

OTHER – IAN COYLE

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR LIVINGSTON COUNTY: PIONEER LIBRARY SYSTEM

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Pioneer Library System	1/1/18-12/31/18	\$90,000.00

2557 State Route 21
Canandaigua, NY 14424

For: Library Services

Mr. Coyle explained that this is the budgeted amount. We now have a capital component for projects such as the repair of the steps at the Mt. Morris Library.

Motion: Mr. LeFeber moved and Mr. Mahus seconded to approve the foregoing resolutionCarried.

COUNTY HISTORIAN – AMIE ALDEN

Pre-approved Informational Item(s) To Be Reported

1. Deputy County Historian position discussion – Ms. Alden reviewed her report to reclassify the Deputy Historian position from part-time to full-time. The Historian’s Office has been involved in much more community outreach since Ms. Alden became County Historian. They go out into the community now and pride themselves on being the County history center. The web presence has been expanded significantly. The Deputy Historian is now working 28 hours per week, with both some full and half days. The Office is now open to the public 1pm-4:30pm, allowing them to work on special projects in the mornings. The County Bicentennial is coming up soon in 2021. Ms. Alden also feels that they can play a significant role helping the IT Department get historical governmental records. Ms. Alden really feels that getting a full time deputy would

allow them to provide more services. Future plans include being able to take college students graduating from museum studies and archival programs throughout the state and starting a program to train some of these people for future endeavors. In addition to records management, she would love to see the office work more with all of the County Departments on history related exhibits. They have already provided a lot of assistance to Economic Development and the Downtown Revitalization Program. She believes they could also help more with grants and how their unique perspective rounds out the County departments. She would love to continue to grow and expand the County Historian's Office. Ms. Alden distributed her Deputy's Annual Report to be sent to the Committee. Ms. Alden explained the changes made to the job description to convert the position to be more of an archivist and less of a clerk. Mr. Coyle explained that he wanted to show what the Historian's office is doing now and more of what they can do in the future. There was discussion on the Historian displays in the Government Center and continuing these discussions on converting to a full time Deputy position at the next meeting. Ms. Alden is very pleased with the current Deputy.

Informational Item(s) Written Only

Office updates: February – April

Ongoing projects:

- Digitization of archival files series and photographs continues.
- Cataloging and indexing of additional resources into online records index continues.
- Several files uploaded to Laserfiche.
- Continuation of research on the impact of WWI and the Women's Suffrage movements on Livingston County in conjunction with the centennial anniversaries; Murray Hill history project
- New resources added to the County website include: photographs, recently completed survey of all cemeteries in Livingston County, and links to the County Historical timeline exhibit.
- Poorhouse records series - Lena Evers-Hillstrom, SUNY Geneseo intern, has been working on arrangement and description of additional county poor house records.

New projects:

- Submitted an application to the Pomeroy Foundation for a historic marker in honor of two Livingston County women involved in the NYS Suffrage movement.
- Working on gathering information for a Preservation and Access Grant through the National Endowment for the Humanities for funding to help preserve historical archives in the County Historian's Office and Records Management.
- Working on layout design for a new county history brochure

Meetings / Events

February 8th – presented the Impact of World War I on Livingston County for the Geneseo Torch Club

March 1st – attended the Department Head meeting at the EOC

March 10th – attended the Mt. Morris Dam lecture on the Genesee Valley Canal / Greenway

April 2nd – attended Historic Marker dedication in honor of the Delia Phillips formerly of Lima and the first woman who voted in LeRoy

April 10th – attended a presentation by the veterans involved in the Blue Devils in Vietnam book project sponsored by Finger Lakes Community College

April 11th – hosted the Spring Town Historian's meeting at this office

April 18th – attended a presentation on the history of the Dansville Mt. Morris Railroad depot / Battle Street Brewery revitalization project at the Dansville Town Hall.

April 19th – met with the Esri Company reps for a GIS needs assessment update for the County Historian's Office at the Government Center

April 24 – presenting a program for the Springwater- Webster Crossing Historical Society on upcoming County Historian's Office projects and events

DISTRICT ATTORNEY – GREG MCCAFFREY

Pre-approved Informational Item(s) To Be Reported

1. Departmental Update-Mr. McCaffrey apologized for not reporting often. His office has been down one attorney due to a maternity leave who then took a job with another county. Mr. McCaffrey reviewed the cases

being held by the District Attorney's Office to date. In relation to case numbers, they have opened 99 misdemeanor cases in February, 187 misdemeanor cases in March and 183 misdemeanor April. To date this year, they have opened 136 felony cases. County Court cases which are held on Tuesdays and Thursdays, they have appeared at 99 felony cases in 67 cases in February, 99 cases in March and 76 through April. There are 22 Justice Courts in the County being staffed and manned by District Attorney's Office. There were 1,713 justice court cases handled by the District Attorney's Office in February, 1,841 in March and 1,949 in April. Mr. McCaffrey reviewed the work involved for traffic tickets. There is a new ADA being processed tomorrow. Mr. Darren Pilato is a very strong candidate from Monroe County with 9 years of experience and has tried over 80 felony cases. The benefit to us is that he is going to night court doing misdemeanor and traffic type matters. Mr. McCaffrey reviewed his current attorney staff and their years of service and experience (Vic Rowcliffe-18 yrs., Josh Tonra-11yrs., Justin Hill-12 yrs. as a prosecutor in his third separate District Attorney's Office and Ashley Weiss-2 yrs., comes to us from Rensselaer County. In future, Mr. McCaffrey really wants to address his ADA salaries. Both the current Public Defender and the Conflict Defender are former ADAs. He has had 7 ADAs leave during his tenure as District Attorney for more money. Traffic Diversion is on pace to match past years at just over \$100,000 in revenue. Diversion is always slightly lower in the winter months. Welfare fraud in 2017 had 21 cases referred to the DA and Sheriff resulting in 13 convictions so far, with \$35,000 recouped last year alone. These cases are very labor intensive.

Mr. McCaffrey reviewed the Centralized Arraignment Plan (CAP) and his reservations on what this means for staffing in his office and public safety. Mr. McCaffrey described a sample case with weekly Caledonia courts cases and how ADAs are only at two sessions per month and the increased hours that will be needed to be staffed by ADAs and APDs under the Plan. Mr. McCaffrey is very concerned about what is going to happen with the refusal DWI cases. The main District Attorney's job is to make sure justice is served. Obviously, he does not want felons being released. It is a flawed plan and he does not want to sign off on it as it is now. Mr. McCaffrey reviewed Raise the Age (RTA) and its effect on the District Attorney's Office. There are trials scheduled every month this summer. There was further discussion on going to a district court, how town judges are already paid for arraignments by their town salaries and their additional stipend going forward for centralized arraignments. There was discussion on the logistics for these arraignments.

CENTRAL SERVICES – WILLIAM CAVALIER

Action Item(s) To Be Reported

1. AWARDING BID FOR LIVINGSTON COUNTY FOR CLEANING PRODUCTS AND DISPOSABLE PAPER PRODUCTS – ECONOMY PRODUCTS AND SERVICES

WHEREAS, after the proper legal advertisement seeking bids for cleaning products and disposable paper products, twelve (12) bids were received and opened on (April 5, 2018), now, therefore, be it

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Economy Products and Services	6/1/18-5/31/19 w/one 1-yr	Per Bid Pricing
1175 East Main Street	renewal option to expire	
Rochester, NY 14608	on 5/31/20	
For: cleaning and disposable paper products		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Departmental budgets	100%	Yes X No

Director's Comments:

The purchase of 130 different cleaning and disposable paper products used by multiple county departments throughout the year.

Mr. Cavalier reviewed the contract for approval.

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

Pre-approved Informational Item(s) To Be Reported

1. Energy Performance Project Update – NPV, Brad Benton –EPC Construction Manager. Mr. Benton reviewed the distributed report and explained where we are currently with the project. Work will be moving through departments, with the exception of boiler and heating projects, those will be done by season (Heat/Summer & Cooling/Winter). There are five completed projects with another being completed today. If there is potential for anything to roll into 2019, it may be due to timing delays within the Courthouse or Jail.

Informational Item(s) Written Only

Courthouse/911 Center Power Project Started
 EPC work in the New Jail started (Booster Heater in Kitchen)
 Water Damage Project at the Government Center awarded
 BOE Project 95% complete

Mt. Morris Campus

Building 2 renovation project 99% complete (small punch list to complete)
 Building 1 renovation project 95% complete (roof repair, sound panels, window treatments and signage to complete)
 EPC work started in Buildings (1,2,3,6,7 and CNR)
 Cleanup in Al Lorenz Park ongoing

CENTER FOR NURSING AND REHABILITATION - FRANK BASSETT

Joe Burkhart and Brad Benton of NPV joined Mr. Bassett today.

Action Item(s) To Be Reported

Mr. Bassett reviewed the bid results and the recommendations for award today. Mr. Bassett explained that the cost of the project after opening the bids exceeded the internal project cost of the Certificate of Need filed with the Department of Health. Mr. Bassett did submit a project modification request to the Department of Health. Mr. Burkhart reviewed the bid results received and discussed the bids and the descoping of each bid package. Devin Craig of Noyes Health participated in the descoping of the bids. NPV feels confident in the recommendations. There was discussion on the tie bid and how the alternates lead to the Kircher award.

1. AWARDING BID FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION FOR THE DIALYSIS EXTENSION CLINIC, PT/OT RENOVATION AND AMBULANCE ENTRANCE CANOPY PROJECT – GENERAL CONSTRUCTION – KIRCHER CONSTRUCTION, INC.

WHEREAS, after the proper legal advertisement seeking bids for the Dialysis Extension, PT/OT Renovation and Ambulance Canopy project, three bids were received and opened on April 24, 2018, now, therefore, be it

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Kircher Construction, Inc.	N/A	\$860,000.00
3090 Mt. Morris Geneseo Road		
Mt. Morris, NY 14510		
For: General Construction Services		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CNR Fund Balance	N/A	Yes X No

Director’s Comments:

Kircher Construction was the low bidder to provide general construction services for the primary construction project (\$680,000) as well as Alternate #1-Ambulance Entrance Canopy (\$180,000).

Motion: Mr. DiPasquale moved and Mr. Schuster seconded to approve the foregoing resolution Carried.

2. AWARDING BID FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION FOR THE DIALYSIS EXTENSION CLINIC, PT/OT RENOVATION AND AMBULANCE ENTRANCE CANOPY PROJECT – ELECTRICAL – CONNORS-HAAS, INC.

WHEREAS, after the proper legal advertisement seeking bids for the Dialysis Extension, PT/OT Renovation and Ambulance Canopy project, three bids were received and opened on April 24, 2018, now, therefore, be it

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Connors-Haas, Inc.	N/A	\$114,865.00
6337 Dean Parkway		
Ontario, NY 14519		
For: Electrical Services		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CNR Fund Balance	N/A	Yes X No

Director's Comments:

Connors-Haas was the low bidder to provide electrical services for the primary construction project (\$111,258.) as well as Alternate #1-Ambulance Entrance Canopy (\$3,607.).

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

3. AWARDING BID FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION FOR THE DIALYSIS EXTENSION CLINIC & PT/OT RENOVATION PROJECT – MECHANICAL – JOHN W. DANFORTH COMPANY

WHEREAS, after the proper legal advertisement seeking bids for the Dialysis Extension, and PT/OT Renovation project, two bids were received and opened on April 24, 2018, now, therefore, be it

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
John W. Danforth Company	N/A	\$134,700.00
930 Old Dutch Road		
Victor, NY 14564		
For: Mechanical Services		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CNR Fund Balance	N/A	Yes X No

Director's Comments:

John W. Danforth Company was the low bidder to provide mechanical services for the primary construction project.

Motion: Mr. DiPasquale moved and Mrs. Erdle seconded to approve the foregoing resolution Carried.

4. AWARDING BID FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION FOR THE DIALYSIS EXTENSION CLINIC & PT/OT RENOVATION PROJECT – PLUMBING – JOHN W. DANFORTH COMPANY

WHEREAS, after the proper legal advertisement seeking bids for the Dialysis Extension, and PT/OT Renovation project, one bid was received and opened on April 24, 2018, now, therefore, be it

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
John W. Danforth Company	N/A	\$161,600.00
930 Old Dutch Road		
Victor, NY 14564		

For: Plumbing Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
CNR Fund Balance	N/A	Yes X No

Director's Comments:

John W. Danforth Company was the sole bidder to provide plumbing services for the primary construction project.

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

Mr. Bassett explained that they anticipate bid contract award approvals on 5/9, with a coordination meeting scheduled for 5/14. There is some temporary relocation needs to be addressed within the facility. We could have construction started as early as 5/21. Mr. Bassett is very appreciative of this Committee's support of this project.

PUBLIC DEFENDER – LINDSAY QUINTILONE-JORDAN

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO APPROVE THE LIVINGSTON COUNTY CENTRALIZED ARRAIGNMENT PLAN

WHEREAS, Livingston County is now required to provide legal representation at arraignment for any criminal defendant charged with a crime and eligible for publicly funded representation, as a result of the *Hurrell-Harring v. New York Settlement Plan*; and

WHEREAS, Livingston County is committed to quality representation of indigent individuals charged with a crime; and

WHEREAS, Livingston County has developed a Centralized Arraignment Plan to facilitate counsel at first appearance; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby approves the attached Livingston County Centralized Arraignment Plan, effective upon approval by the New York State Office of Court Administration.

Ms. Quintilone-Jordan clarified the difference between counsel at first appearance and centralized arraignments. Ms. Quintilone-Jordan reviewed the lawsuit and settlement that resulted in all counties needing to be compliant in supplying representation at arraignments. Livingston County tried a pilot plan in July 2017 using a hub court system throughout the County. In December of 2017, the Office of Court Administration(OCA) notified us to stop doing that. Since that time, we have been working on a plan that will meet the OCA requirements and allow us a centralized location to arraign any arrestees. Ms. Quintilone-Jordan reviewed an arrest situation in Groveland last night. There was discussion on potential problems and miscommunications. Ms. Quintilone-Jordan explained that she shares a lot of the same concerns with the District Attorney on communications between the arraigning judge and the court of original jurisdiction. The problem is that many judges have part time hours and trying to schedule is already difficult. Ms. Quintilone-Jordan reviewed a recent case where the arraignment time scheduled exceeded the 144 hours. Some of our Judges rely heavily on their clerks. Ms. Quintilone-Jordan does feel that this process would work more smoothly with a dedicated clerk. Judges can bring their clerks, but this requires a cost share with that clerk out of their \$250 stipend. There has been a lot of discussion on providing a clerk at arraignment. The cost for a clerk position would be in the \$30,000-\$35,000 range. Mr. Coyle reviewed issues that we can see already and the County providing a clerk is just another unfunded mandate. The Public Defender, District Attorney and Sheriff are being asked to sign off on this plan. Ontario County has just begun a plan that is very similar to our plan. Full compliance with counsel at arraignment is necessary within five years of the mandate or all ILS funding will be pulled. The CAP is not a mandate. The CAP allows us to comply more easily with the mandate. Ms. Quintilone-Jordan explained that her Office is not available to comply with onsite arraignments at this time because she would have staff traveling all over the county at all hours. Mr. Coyle reviewed the recent discussions held for a clerk position. Towns already budget for payment to Judges and Clerks in their Town budgets. OCA reimbursement was created for the Judges for each centralized arraignment session of \$125 with a maximum of \$250 per day with

no reimbursement for a court clerk. There was further discussion on payment to the clerks and how this payment will be reported as income. There was discussion on what happens if paperwork is incorrect. Ms. Quintilone-Jordan does feel that centralized arraignment will help with paperwork errors. Her office currently assists with the paperwork when there is no clerk at court. There was discussion on reporting back to the Supervisors on court performance impacts. There was discussion on transfer from the CAP judge to the local jurisdictional court and pick-up in a timely fashion. There was discussion on the arraignment paperwork workload to the court clerks and any changes. There was discussion on justices providing arraignments outside of CAP and how they can receive penalties if arraignments are held without counsel present. There are some local police departments that want to continue performing arraignments with their town judges. Approval has been given by the Magistrates Association for the CAP plan and there is a calendar schedule rotation of justices beginning in June through December 2018. MOUs are being sent to the outside arresting agencies for utilizing the jail to hold their arrestees. While there are bugs to be worked out, this is the most efficient way to get APD staff at the arraignments. Felonies, misdemeanors requiring an order of protection, domestic and family offenses, bench warrants and violation of probation warrants will be eligible for arraignments be held at the Jail. There was discussion on DWI refusals not being included in the plan. The County is being asked to approve this plan even though it is moving forward no matter what. Our Board needs to approve this plan and essentially create a court, and then the plan needs to be approved by the Office of Court Administration. Mr. Coyle discussed adding wording to address our concerns into this resolution in order to strengthen our stand. There was discussion on whether a conflict would require representation by a conflict defender.

Motion: Mr. Schuster moved and Mr. Mahus seconded to move this item to Ways & Means Agenda for Further discussion Carried.

Informational Item(s) Written Only

We have hired a full time Assistant Public Defender, Ann Connor, whose job responsibilities will include coverage for the centralized arraignment part. She will also be handling misdemeanor cases in several justice courts and afternoon/evening preliminary hearings. She is scheduled to start working May 14, 2018.

OTHER – IAN COYLE

Pre-approved Informational Item(s) To Be Reported

1. USDA Rural Development Low Interest Loan Financing Opportunity - EOC/EMS Expansion-Mr. Coyle explained that we are required to report status to date on an agenda. Approvals are not needed yet.
2. Deputy County Administrator Update

EXECUTIVE SESSION

Motion made by Mr. Schuster and seconded by Mr. Mahus that the Committee adjourn and reconvene and All Supervisors and County Administrator Ian M. Coyle remain present. Carried.

Mr. Schuster moved and Mr. Carman seconded that the Committee reconvened in regular session. The following report was presented.

The Public Services Committee having met in Executive Session, hereby reports as follows:
No action taken.

ADJOURNMENT

Mr. Schuster moved and Mr. LeFeber seconded to adjourn the meeting at 11:59 a.m.

BOARD OF ELECTIONS – DAVID DIPASQUALE AND BECKY SCHROEDER

Informational Item(s) Written Only

1. David DiPasquale was approved at the Board of Supervisors for another 4-year term. He has taken his oath and all necessary paperwork has been forwarded to NYS.
2. All payments for the Village Election have been received, totaling \$4,000.

3. Ballots prepared and distributed for Library elections.
4. School ballots prepared; absentees tested and distributed; testing continuing on Election day ballots.
5. Becky attended the Dedication of Women's Suffrage Marker and celebration of first woman voter in LeRoy, NY. The first voter in LeRoy, Mrs. Delia Phillips, was a Lima native. A wreath was presented to the Lima Historian for placement on Mrs. Phillips grave.
6. Participated in State Board, District and ECA conference calls.
7. As of this writing, we are still uncertain whether there will be a Primary in June. The petition filed by Frank Smierciak, III has been ruled invalid but there has been some talk of a court proceeding. Details to follow.
8. Current active voter enrollment stands at 38,803. Democratic: 10,302; Republican: 16,790; Conservative: 885; Green: 152; Working Families: 138; Independence: 1,888; Women's Equality: 8; Reform: 5; Others: 124 and Blank: 8,510. Inactive enrollment is at 2,536. Total active/inactive voter enrollment is: 41,339

CONFLICT DEFENDER – HAYDEN DADD

- **Informational Item(s) Written Only**
- Office Update
- Opened our 157th case this year, as of 4/24/18.
 - o This includes:
 - conflict Family Court cases
 - conflict felony and misdemeanor cases
 - indigent appellate matters
 - case originating out of Livingston County's two Department of Corrections Facilities
- Attended Continuing Legal Education Course regarding appellate issues.

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

439 adult offenders supervised in county (23 treatment court cases being supervised in drug court)
 21 offenders in other NYS counties
 2 offenders in other states
 9 juveniles supervised
 10 new juvenile referrals
 27 investigations ordered
 10 active EHM cases (1 juvenile; 9 adults; 3 of which are female), 1-Global Positioning
 0 adult placed on probation for willful violation of support
 18 New Leandra's Law cases (12 CDs)

2. MONIES COLLECTED

\$9,397.89 – restitution
 4,035.00 – fines
 3,685.00 – DWI supervision fees
 4,890.00 – EHM fees
 430.93 – restitution surcharge

3. OUTSTANDING FEES

\$75,654.00 – DWI Supervision Fees as of 3/30/18
 \$149,149.00 – EHM fees as of 3/30/18

4. MEETINGS ATTENDED

3/1/2018 Quarterly Department Head Meeting
 3/6/2018 Human Services Department Head
 3/7/2018 Public Safety Meeting
 3/7/2018 Finger Lakes Regional Juvenile Justice (conference call)
 3/9/2018 Raise the Age Meeting (County Administrator, Attorney, DSS)

- 3/9/2018 Raise the Age Stakeholder's Meeting
- 3/13/2018 COPA Erie County
- 3/14/2018 Board of Supervisor Meeting
- 3/19/2018 Staff Meeting
- 3/20/2018 Law Enforcement Council
- 3/26/2018 Raise the Age Detention Meeting (Schuyler County)
- 3/26/2018 Dr. Kevin Hill presentation Unbiased Truth About Marijuana (SUNY Geneseo evening meeting)
- 3/27/2018 Suicide Prevention Task Force Meeting
- 3/28/2018 Raise the Age Stakeholder's Meeting
- 3/30/2018 Columbia University e-Connect Project (conference call)

5. ADMINISTRATIVE REVIEWS

Two (2) administrative reviews

6. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	3/16/18	SCRAM/Track Group	2.0	
Katie Dunn	3/16/18	SCRAM/Track Group	2.0	
Michelle Jordan	3/16/18	SCRAM/Track Group	2.0	
	3/21/18	Laserfiche	1.0	
Liz Laney	3/14/18	ICOTS Victim Notification Service	2.0	
	3/16/18	SCRAM/Track Group	2.0	
	3/21/18	Laserfiche	1.0	
	3/26/18	Marijuana, Alcohol & Opioids	1.5	
Debra Mack	3/16/18	SCRAM/Track Group	2.0	
	3/26/18	Marijuana, Alcohol & Opioids	1.5	
Rachel Merrick	3/16/18	SCRAM/Track Group	2.0	
Lynne Mignemi	3/16/18	SCRAM/Track Group	2.0	
	3/26/18	Marijuana, Alcohol & Opioids	1.5	
Rebecca Salvati	3/9/18	Compliance Checks	3.0	
	3/15/18	What Cops Need to Know About Drug Users to Stay Safe	1.0	
	3/16/18	SCRAM/Track Group	1.0	
Courtney Sobrado	3/13/18	Emotional Intelligence for Law Enforcement	1.0	
	3/16/18	SCRAM/Track Group	2.0	
Jason Varno	3/16/18	SCRAM/Track Group	2.0	
Joshua Wren	3/16/18	SCRAM/Track Group	2.0	

Respectfully submitted,

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