



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2nd Floor, Room 204

Canandaigua, NY 14424

January 15, 2020

MEMBERS PRESENT Supervisors Jeff Gallahan, David Baker, Gregory Bendzlowicz, Dom Vedora, and Fredrick Wille. Supervisors Campbell and Menikotz were declared necessarily absent.

OTHERS PRESENT In addition to Committee Members: County Administrator Mary Krause, Deputy County Administrator Brian Young, Director of Finance Mary Gates, County Attorney Holly Adams, Assistant County Attorneys Lea Nacca and Michael Reinhardt, Real Property Tax Director Robin Johnson, Sheriff Henderson, Chief Smith, Human Resources Director Michele Smith, Deputy Human Resource Director Lindsey Burgess, Grants Coordinator Peter Brown, Safety Coordinator Sherman Manchester, Jackie Shaffer of Eastern Shore Insurance, and Clerk to the Board Kristin Mueller.

CALL TO ORDER The meeting of the Governmental Operations and Insurance Committee was called to order at 1:30 PM by Chairman Gallahan. Chairman Gallahan named Supervisor Bendzlowicz Vice-Chair for 2020.

MINUTES Motion to approve the minutes of December 11, 2019 was made by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

REAL PROPERTY

- ♦ *Resolutions* Real Property Tax Director Robin Johnson presented the following resolutions:
 - Resolution of Approval – Clarcq – Correction of Error – 2020 County/Town Tax Roll
 - Resolution of Approval – Bogley – Correction of Error – 2020 County/Town Tax Roll

Supervisor Baker motioned to approve the Real Property resolutions as presented as a block. Supervisor Wille seconded the motion. The motion carried

BOARD OF SUPERVISORS

- ♦ *One-Year Appointments* Clerk Kristin Mueller presented the following resolutions:
 - One-Year Appointments
 - Two-Year Appointments
- ♦ *Two-Year Appointments*

Supervisor Bendzlowicz motioned to approve these resolutions as a block. Supervisor Wille seconded the motion. The motion carried

HUMAN SERVICES

- ♦ **Resolution:** *Ontario County Alcohol and Drug Testing Policy*

Human Resources Director Michele Smith presented a resolution entitled, “Ontario County Alcohol and Drug Testing Policy”

Supervisor Bendzlowicz motioned to approve the Ontario County alcohol and drug testing policy. Supervisor Vedora seconded the motion. The motion carried

SHERIFF

- ♦ **Resolution:** *Authorization Agreement - Humane Society of Ontario County, Inc. – Jail Tails Dog Rehabilitation Program*

Sheriff Henderson presented a resolution entitled, “Authorization Agreement - Humane Society of Ontario County, Inc. – Jail Tails Dog Rehabilitation Program”

Sheriff Henderson explained the program and requirements to committee. Then answered questions.

Committee is okay with a special joint Public Safety and Governmental Operations and Insurance Committees to move the resolution to the Board if all paperwork is order. If not, then it should be brought back next cycle.

COUNTY ATTORNEY

- ♦ **Resolution:** *Adoption of the Ontario County Records Management Policy*

County Attorney Holly Adams presented a resolution entitled, “Adoption of the Ontario County Records Management Policy”

Supervisor Baker motioned to approve the Ontario County records management policy. Supervisor Wille seconded the motion. The motion carried

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

- a. Workers Compensation and Safety Reports
- b. MVA Report

Mr. Manchester let the committee know that the County finished the year at 21 recordable incidents. This is better than he anticipated. A lot of the recordables were slips, trips, and falls with snow and ice. He has been offering training for this. He thanked everyone for support letters for the new HAB grant and he currently has active shooter training coming up.

47% of accidents on County roads this cycle were car – deer accidents.

Motion to approve the reports was made by Supervisor Baker, seconded by Supervisor Bendzlowicz, and carried.

Governmental Operations and Insurance Committee oversees the activities, programs, or other matters related to the following departments, agencies, or activities: Legislative Board, Clerk of the Board of Supervisors, County Administrator, County Attorney, County Clerk, Bureau of Motor Vehicles, Real Property Tax Services, Board of Elections, Records and Archives, County Historian, Board of Ethics, Dog Control, Humane Society, Information Services, Regulatory Compliance, County Insurance Programs, Risk Management, Workers’ Compensation.

**COUNTY
ADMINISTRATOR**

- ♦ *Humane Society
Strategic Planning
Liaison*

The committee requested more information on time commitments of being a liaison with the Humane Society for their strategic planning. Ms. Krause will get back to committee on this. Once more information is received Supervisor Bendzlowicz and Wille are interested.

- ♦ *Ontario County
Upward Commission*

Ontario County Upward Commission is a new commission that the LEAD team would like to start. They would like to have Board involvement on the Commission. Supervisor Campbell has expressed interest in participating on this Commission. Ms. Krause is seeking approval to start this Commission and have Supervisor Campbell named as Chair.

Motion to approve the formation of the Ontario County Upward Commission with Supervisor Campbell as Chair for 2020 was made by Supervisor Wille, seconded by Supervisor Baker, and carried.

**COUNTY
ADMINISTRATOR
UPDATE**

County Administrator Krause informed the committee of the following items:

- Leadership Ontario is set to kick off in 2020. Information is now online
- The Humane Society has been applying for grants to increase kennel space and outdoor runs

INSURANCE

Ms. Shaffer talked about how very real cyber threats are. NYMIR has recommendations, cyber security guides, and policy on their site for reference. They have samples for municipalities to help them draft polices, and they offer training classes on their site through the online University.

EXECUTIVE SESSION

At 2:23 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Wille, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 2:33 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Baker, to leave executive session; motion carried.

**COUNTY
ATTORNEY**

Supervisor Baker motioned to approve the proposed settlements by the County Attorney's office not to exceed \$2,000 for the Afzali case and not to exceed \$3,000 for the Gallo case. Supervisor Bendzlowicz seconded the motion. The motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:35 PM by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board