



# GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: WebEx and 74 Ontario St., 2<sup>nd</sup> Floor Committee Room 213, Canandaigua, NY 14424

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June 16, 2021

## MEMBERS PRESENT

In Person: Supervisors Rich Russell, David Baker, Gregory Bendzlowicz, Catherine Menikotz, Dom Vedora, and Fred Wille.

Via WebEx: Supervisor Tamara Hicks.

## OTHERS PRESENT

In Person: Supervisor Todd Campbell, County Administrator Chris DeBolt, First Assistant County Attorney Lea Nacca, Assistant County Attorney's Mike Reinhardt, Art James, Ben Gilmour, and Nathan Thomas, Finance Director Mary Gates, Chief Information Officer Sean Barry, Planning Director Tom Harvey, Jackie Shaffer from Eastern Shore Associates and Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Deputy County Administrator Brian Young, Director of Human Resources Michele Smith, Deputy Director of Human Resources Lindsey Burgess, Sr. Fiscal Manager Michael Wojcik, Safety Coordinator Sherman Manchester, Grant Coordinator Peter Brown, 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 Russell.

## MINUTES

Motion to approve the minutes of the May 26, 2021 and June 3, 2021 meetings was made by Supervisor Wille, seconded by Supervisor Baker, and carried.

## HUMAN RESOURCES

### ♦ *Informational*

Human Resource Director Michele Smith presented the quarterly compliance report to committee. The committee has held two meeting so far this year. They received two complaints at their April meeting. One claim was unfounded, and the other claim is still being investigated. They are reviewed current plan updates and have also received information back from NYS DOT regarding ADA compliance.

Supervisor Bendzlowicz motioned to accept the quarterly compliance report. Supervisor Vedora seconded the motion. The motion carried.

### ♦ *Resolution*

Human Resources Director Michele Smith presented a resolution entitled, "Election Inspectors Per Diem Rate of Pay".

Supervisor Vedora motioned to approve the resolution to set election inspectors per diem rate of pay. Supervisor Baker seconded the motion. The motion carried.

- ◆ *Workers' Compensation Budget* Supervisor Bendzlowicz motioned to approve the workers' compensation budget as presented. Supervisor Hicks seconded the motion. The motion carried.

Deputy Director of Human Resources Lindsey Burgess presented the workers' compensation executive summary and budget. The overall budget has decreased about 8% from last year, but the collections will remain the same. The decrease is mostly due to the study performed last year on the program shows that the plan is now fully funded. This means that the \$150,000 reserve enhancement is not in the budget now that the plan is fully funded. There is also a 15% increase cap this year for all participants.

- ◆ *Resolution* Human Resources Director Michele Smith presented a resolution entitled, "Apportionment of 2022 Workers' Compensation Insurance Expense Ontario County Mutual Self-Insurance Plan".

Supervisor Bendzlowicz motioned to approve the apportionment of 2022 workers' compensation insurance expense. Supervisor Hicks seconded the motion. The motion carried.

## **PLANNING**

- ◆ *Presentation*

Tom Harvey presented a presentation regarding the property assessed clean energy (PACE). This is a program to allow commercial properties to access funding to implement energy efficiency infrastructure into their properties. He talked about the program, how it works, and its benefits. The county attorney's office will talk about the legal portion of these at a future meeting.

## **INFORMATION TECHNOLOGY**

- ◆ *Resolution*

Planning Director Tom Harvey presented a resolution entitled, "Approval of Agreement to Use Space at FLCC Geneva Campus".

Supervisor Baker motioned to approve the apportionment of 2022 workers' compensation insurance expense. Supervisor Vedora seconded the motion. The motion carried.

## **BOARD OF SUPERVISORS**

- ◆ *Discussion*

Supervisor Vedora presented a resolution entitled, "Authorizing Priority Service Agreement with the City of Geneva" for discussion.

Staff talked about the history of the other agreements with the City of Canandaigua and the Town of Hopewell. They will look into drafting a contract with the City of Geneva with similar calculations.

Supervisor Baker motioned to approve the resolution that was presented for discussion for a priority service agreement the City of Geneva. Supervisor Bendzlowicz seconded the motion. The motion 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.

Supervisor Baker ask that a contract be completed between the County and City for this agreement. When that is complete then staff should bring this resolution to Ways and Means Committee for approval.

## **INFORMATIONAL REPORTS**

The committee accepted all reports and information submitted regarding:

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

Mr. Manchester reported that our recordable injuries are still down from last year. We have nine recordable injuries year to date, and we are currently at 51 total injuries for the entire plan. One June 22<sup>nd</sup> and 24<sup>th</sup> they he will be holding training for summer youth employment. There will also be of forklift refresher class on June 28<sup>th</sup>.

Motion to approve the reports was made by Supervisor Vedora, seconded by Supervisor Wille, and carried.

## **COUNTY ADMINISTRATOR**

- ◆ *Updates*

County Administrator DeBolt let the committee know that he received a request from the City of Canandaigua's manager John Goodwin to allow the City to utilize the parking lot across from 74 Ontario St. to stage their July 4<sup>th</sup> parade. After talking with the City and the County Attorney's office it was decided to allow the City to accommodate this request. Committee agreed.

County Administrator, Chris DeBolt, gave the following updates:

- The groundbreaking at FLCC for the nursing expansion went well on June 8<sup>th</sup>
- Leadership Ontario will be kicking off their first year soon, Mr. DeBolt nominated Weights and Measures Director Cam Johnson be the first from the County to attend the program
- Brian Young is now the new representative for the County on the Regional Transit Authority Board
- The County will be lifting its travel and conference ban for employees

## **COUNTY ATTORNEY**

- ◆ *Approval*

First Assistant County Attorney Lea Nacca presented a budget transfer for outside counsel.

Supervisor Menikotz motioned to approve the budget transfer for outside counsel. Supervisor Hicks seconded the motion. The motion carried.

## **EXECUTIVE SESSION**

At 2:49 PM, Supervisor Baker made the motion, seconded by Supervisor Bendzlowicz, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 3:08 PM, Supervisor Menikotz made the motion, seconded by Supervisor

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Bendzlowicz, to leave executive session; motion carried.

**ADJOURNMENT**

Motion to adjourn was made at 3:10 PM by Supervisor Vedora, seconded by Supervisor Wille and the motion carried.

**RESPECTFULLY  
SUBMITTED**

Kristin A. Mueller, Clerk to the Board

Approved