

FINANCE COMMITTEE MEETING AGENDA

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

**Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.**

Thank you!

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Date: Tuesday, August 03, 2021 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call.*

Present: **Kehl, Grant**, Leuer, Brick, Klein, King, Davis, May, Brunner

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM Information Technology w/B. Sikes			
1. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Brite Computers , 7647 Main Street Fishers, Victor, NY, 14564, for Netmotion Renewal in an amount not to exceed \$5,361.27; effective October 25, 2021 through October 24, 2022.	Supporting Documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with SHI International Corp , 290 Davidson Avenue, Somerset, NJ 08873 for 400 Cisco Duo MFA's in an amount not to exceed \$12,400.00, effective August 10, 2021 through August 9, 2022.	Supporting Documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Overnight Travel Authorization: B. Sikes to attend the New York State Local Government Information Technology Directors Association Conference in Syracuse, NY, October 5-8, 2021. Estimated cost of \$100.00 for registration and 3 nights of lodging. Personal vehicle will be used.	Supporting Documentation outstanding.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

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4. FYI <ul style="list-style-type: none"> • PC Replacement Cycle • Alfred State Job Fair, September 29, 2021, registration fee of \$295.00 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM Treasurer w/C. Mayer			
1. Hand out <u>Financial Reports</u> for Prior Month.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:30 AM Real Property Tax Services w/S. Lippincott			
1. FYI: <ul style="list-style-type: none"> • Working on upcoming school bills including updating last minute STAR information, bank codes and supplying information to schools for rate development. • Donna Almeter recently attended the NYSAA conference in Ithaca, NY. She successfully completed her valuation course and received related credits toward her Assessor certification. • Looking to assign Donna Almeter "Acting Assessor" next month for the County Assessing program. Will allow her to sign legal documents and is an appropriate stepping stone to becoming the appointed sole Assessor next year to fill the remainder of Nick Grover's term. • GIS Presentation will take place during the Committee of the Whole on Tuesday, August 10th. • Fall Conference for Real Property Directors may take place in person this October. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
10:00 AM Wyo. Co. Community Hospital w/J. McTernan			
1. General Update		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>2. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign an agreement with EMERGENCY CARE RESEARCH INSTITUTE dba ECRI, 5200 Butler Pike, Plymouth Meeting, PA 19463, related to annual membership fee for Supply Guide and Capital Guide System that benchmarks our prices for medical supplies, implants, instruments, pharmaceuticals, industrial and office supplies, capital and IT equipment against those paid elsewhere in the nation enabling us to immediately pinpoint specific products and vendors that give us the best cost-saving opportunities, \$18,790 per year, effective 07/01/2021 – 06/30/2024.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>3. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a 340B split billing agreement with VERITY SOLUTIONS GROUP, INC., 12131 113TH Avenue NE, Suite 200, Kirkland, WA 98034, for implementation and subscription of 340B split billing software, a virtual inventory system that enables covered entities to participate in and manage compliance with the 340B Act without maintaining multiple physical drug inventories, \$2,550 one-time setup fee plus \$2,050 monthly, effective 08/01/2021 – 07/31/2024.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>4. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign an agreement with DAVOL, INC. (Subsidiary of C. R. Bard, Inc.), 100 Crossings Boulevard, Warwick, RI 02886, for special pricing direct agreement for mesh hernia surgical supplies, not to exceed \$173,000 per term, effective 07/15/2021 – 12/31/2024.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a consulting / perioperative program interim management agreement with DCCS dba Surgery Management Improvement Group, Inc., 205 Hackney Circle, Wilmington, DE 19803, to provide surgery program leadership continuity services, not to exceed \$150,000 per term, effective 08/01/2021 – 02/28/2022.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. Amend Salary Schedule C as follows:</p> <ul style="list-style-type: none"> • Create one (1) 1.00 FTE Director of Surgical Services position (position code TBD) under <u>OPERATING ROOM</u> and set the salary at \$90,000 per year, position available date 07/25/2021. • Abolish one (1) 1.00 FTE Director of Surgical Services & Maternity and Women's Health under <u>OPERATING ROOM</u>, effective 08/21/2021. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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7. Amend Salary Schedule P as follows: <ul style="list-style-type: none"> Abolish one (1) Orthopaedic Surgeon (position code 10.108.589) under ORTHOPAEDIC CLINIC, effective 07/10/2021. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
8. Approve the memorandum of understanding between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO Wyoming County Local 861-9250 related to critical hospital nurse staffing July 2021.	FYI - The details should be coming from Dan Farberman	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Budget Office w/J. Cook			
1. FYI - RPTS preliminary assessment figures indicate a calculated growth of 7.9% . This number impacts the tax RATE; not levy.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Budgets are Due 8/10/21....no info yet.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Grant Acceptance Authorize Chairman to sign a grant application with Federal Emergency Management Agency (FEMA) 500 C Street S.W. Washington, D.C. 20472, for funding of COVID-19 response in a minimum amount of \$1,378,000.00; effective March 13, 2020 through ongoing.	Grant Application was approved 08/04/2020 **We have received an eligibility determination from FEMA roughly \$1,378,000. Next steps will be moving forward with appeals team and discussing action for appeals and pay out of eligible expenses.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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4. <i>Munis Update</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Supervisors w/C. Ketchum			
1. Overnight Travel Authorization: C. Mayer, B. Ryan, J. Davis, A. D. Berwanger, B. Kehl, D. Granger, L. Roberts, B. Becker, C. Ketchum, J. Bragg to attend the NYSAC fall conference in Syracuse, NY from September 12-15, 2021. Travel by County car where ever able. \$1,872.00 for hotel \$2,003.75 for meals and conference registration. Funds budgeted.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Purchase of County Flags • 50-99 ea. at \$42.00 o Total \$2,100 Recently sold two (2), three (3) left. Potential for sale of two (2) to four (4) more.	@ <i>Chairwoman Ryan</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Off Track Betting w/S. May			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Co. Insurance Office w/ T. Vacinek			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Clerk to the Board w/C. Ketchum			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Other/Referrals:			
HUMAN RESOURCES			
Board of Elections			
1. Appropriation: To: 01.34.1450.4.42484 Early Voting \$17,090.61 w/01.11.1450.3089 Other, State Aid \$17,090.61 Reason: Early Voting Expansion grant funds.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Human Resource Department			
1. Position Create/Fill: <i>District Attorney</i> Create and fill one (1) position of DA Investigator (Per Diem) on salary schedule S, at an hourly rate of \$40.00/hr., plus mileage, with only those other benefits mandated by law. Position available: July 14, 2021.	<i>Emergency Fill was approved effective July 14, 2021.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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<p>2. <i>Position Fill and Salary Schedule Amendment:</i> <i>District Attorney</i> Fill one (1) position of <i>Assistant District Attorney (2nd)</i>, (FT – 1.00 FTE) (position # 005.503) and amend Salary Schedule S to reflect \$80,000.00 annually. Person vacating: Gregory A. Kilburn, effective 8/13/2021. Position available: August 16, 2021.</p>	<i>ADA Kilburn is moving to another county</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>3. <i>Position Fill:</i> <i>District Attorney</i> Fill one (1) position of <i>Assistant District Attorney (3rd)</i>, (FT – 1.00 FTE) (position # 031.503) on Salary Schedule S at an annual salary of \$71,000.00. Person vacating: Chelsie Hamilton, effective 8/13/2021. Position available: August 16, 2021.</p>	<i>ADA Hamilton will take ADA Kilburn's spot.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>4. <i>Position Create/Fill:</i> <i>Fire and Building Code Enforcement</i> Create and fill one (1) position of <i>Keyboard Specialist</i> (FT – 1.00 FTE) on CSEA Schedule A, Job Grade 2, at an hourly rate of \$16.29/hr. - \$17.78/hr. Position Available: August 11, 2021.</p>	<i>To replace the Keyboard Specialist being reassigned to the Planning Dept.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

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<p>5. Position Fill: Fire and Building Code Enforcement Fill one (1) position of Account Clerk (FT – 1.00 FTE)(position # 027.002) on CSEA Schedule A , Job Grade 4, at an hourly rate of \$17.10/hr. - \$18.82/hr. Person vacating: Kelly Simkins, effective July 25, 2021. Position available: August 4, 2021.</p>	<p>Request to fill on an emergency basis has been submitted; effective August 04, 2021.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. Position Create/Fill: Sheriff Create and fill one (1) position of Secretary to the Sheriff (FT - 1.00 FTE) (Temp.) salary schedule S, at an annual salary of \$60,268.00. Position Available: August 11, 2021 to last for a period no longer than six months, concluding on February 11, 2022.</p>	<p>Position for Carole Cunningham to move into for cross training purposes.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Position Fill: Sheriff Fill one (1) position of Administrative Assistant (Sheriff) (FT – 1.00 FTE) (position # 099.549), on Salary Schedule S, at an annual salary range equivalent of \$35,000.00 - \$ 42,000.00 based on experience and qualifications. Person vacating: Susan Scott, effective August 10, 2021. Position available: August 11, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

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<p>8. Position Fill:</p> <p style="text-align: center;">Sheriff</p> <p>Fill one (1) position of Secretary to the Sheriff (FT – 1.00 FTE) (position # 002.503), and set the salary on Salary Schedule S at \$55,000.00 per year based on experience and qualifications. Person vacating: Carole Cunningham Position Available: August 11, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>9. Position Fill:</p> <p style="text-align: center;">Sheriff</p> <p>Fill one (1) position of Deputy Sheriff (FT – 1.00 FTE) (position # 095.083) on WCDSA Schedule , Job Grade 4, at an hourly rate of \$25.45/hr. - \$32.53/hr. Person vacating: Adam Hope, effective August 8, 2021. Position available: August 9, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>10. Position Fill:</p> <p style="text-align: center;">Sheriff</p> <p>Fill one (1) position of Deputy Sheriff (FT – 1.00 FTE) (position # 074.083) on WCDSA Schedule , Job Grade 4, at an hourly rate of \$25.45/hr. - \$32.53/hr. Person Vacating: Austin Harding, effective August 8, 2021. Position available: August 9, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>11. Position Fill: <div style="text-align: center;">Jail</div> Fill one (1) position of Meal Deliverer, (PT – Variable FTE) (position # 083.598) at an hourly rate of \$12.50/hr. Person Vacating: Kathleen Kelly, effective July 4, 2021. Position available August 4, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>12. Position Create/Fill: <div style="text-align: center;">Treasurer's Office</div> Create and fill one (1) position of Fiscal Administrator, (FT – 1.0 FTE) and place on Salary Schedule S with an approved salary range of \$42,000.00 - \$55,000.00 annually. Position Available: August 11, 2021</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>13. Position Abolished: <div style="text-align: center;">Treasurer's Office</div> Abolish one (1) position of Principle Account Clerk, (Position Code 019.182) CSEA agreement, sch. A, grade 14/step 6 (\$24.45/hr. with an annual salary equivalent of \$44,499.00). Person Vacating: Amanda Green close of business August 18, 2021; Abolish effective 08/19/21.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>14. Position Create/Fill: <div style="text-align: center;">Treasurer's Office</div> Create and fill one (1) position of Senior Account Clerk (Double Entry), (1.00 FTE) CSEA agreement, sch. A, grade 6 (\$17.92 - \$19.98) Position Available: August 11, 2021</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

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15. <i>Compensation Committee Review recommendations.</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC HEALTH			
Mental Health			
1. Appropriation: To: 01.38.4325.4.42409 Advocacy Services \$2,536.00 01.38.4325.4.42414 Respite Care \$188.00 01.38.4325.4.42415 Family Support \$427.00 01.38.4325.4.42419 Drop-In \$867.00 01.38.4325.4.42441 Misc. MH Prog. \$1,814.00 01.38.4325.4.42467 Crisis Outreach \$1,292.00 01.38.4325.4.42468 Transportation Program \$608.00 w/01.11.4325.3490 MH State Aid \$7,732.00 Reason: State Aid adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Appropriation: To: 01.38.4323.4.42409 Advocacy Srvcs. \$122.00 01.38.4323.4.42411 PAO \$804.00 01.38.4323.4.42412 Forensic Case Mgmt. \$205.00 01.38.4323.4.42420 Psycho/Social \$347.00 01.38.4323.4.42441 Misc. MH Prog. \$356.00 w/01.11.4323.3490 MH State Aid \$1,834.00 Reason: State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

FINANCE COMMITTEE MEETING AGENDA

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Date: Tuesday, August 03, 2021 @ 9:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call.**

Present: **Kehl, Grant,** Leuer, Brick, Klein, King, Davis, May, Brunner

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
3. Appropriation: To: 01.38.4322.4.42408 Livingston/Wyoming ARC \$554.00 w/01.11.4322.3490 MH State Aid \$554.00 Reason: State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Appropriation: To: 01.38.4320.4.42486 Case Management \$606.00 w/01.11.4320.3490 MH State Aid \$606.00 Reason: State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
5. Appropriation: To: 01.38.4250.4.42405 MH: Alcoholism Trmt \$5,268.00 w/01.11.4250.3490 State Aid \$5,268.00 Reason: State Aid Adjustment		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PLANNING COMMITTEE			
County Wide Zoning			
1. Amend Salary Schedule S <ul style="list-style-type: none"> Set the salary of the Zoning Enforcement Officer (position code 026.554) at \$38,000.00 annually with eligibility for a \$2,000.00 increase after 2nd year and satisfactory performance and meeting pre-established goals; effective 01/01/2022 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Position Create/Fill: <ul style="list-style-type: none"> Creation of an Account Clerk as a promotional opportunity for the current Keyboard Specialist (Position Code 028.337) 	Grade2/step 3 step 2 (16.87/hr.) (\$16.58/hr. as of June 01, 2021) to Grade 4/step 2 step 1 (17.42/hr.) .55 (\$17.10/hr.) .52 increase	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Ag. and Business Center			
3. <i>Approve a down payment of \$75,000.00 for a real property transfer involving 36 Center Street, Warsaw NY</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Water Resource Agency			
4. Appropriation: To: 01.48.8310.4.40301 Prof. Svc Contract \$8,938.40 w/01.03.8310.1289 Other Depart. Income \$8,938.40 Reason: In order to pay for unbudgeted grant writing services for the NYS Consolidated Funding Application: Local Government Efficiency (LGE) and Local Waterfront Revitalization Program (LWRP). Funds will be realized through billable reimbursements from each participating municipalities as part of their pro-rated grant required local share.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC SAFETY			
Sheriff - 911			
1. Appropriation: To: 01.37.3020.4.40301 Prof Svc 5,000.00 01.37.3020.2.20101 TeleCommunications 100,000.00 w/01.11.3020.3389 Other State Aid-911 \$105,000.00 Reason:		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Emergency Services			
<p>2. Appropriation: To: 01.37.3640.4.40301 Prof. Svc Contract \$2,500.00 <i>w/any funds available</i> \$2,500.00 Reason: To appropriate Funds to cover cost of FYI- Contract with Hogan Willig Attorney at Law</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Fire and Building Code Enforcement			
<p>3. Position Fill: <i>Fire and Building Code Enforcement</i> Fill one (1) position of Fire Safety Inspector, PT (.401756 FTE) (<i>position # 017.492</i>) currently on Salary Schedule S at \$15.74/hr. (annual salary equivalent of \$11,555.00). Person vacating: Gary Huff, effective December 31, 2020. Position Available: August 4, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Public Defender			
<p>4. Amend Salary Schedule "G": Funds (annual stipends plus corresponding fringe) provided through ILS Upstate Quality Improvement and Caseload Reduction grant (Round 3) Contract No. 3RD656. Said amounts to be paid bi-weekly effective as indicated below and continuing through June 30, 2023.</p> <ul style="list-style-type: none"> • Assist. Public Defender 4th Effective 4/1/21 \$ 6,000.00 • Assist. Public Defender 5th Effective 4/1/21 \$ 6,000.00 • Assist. Public Defender 7th Effective 1/13/21 \$24,000.00 • Investigator Effective 4/17/21 \$35,000.00 	<p><i>The stipends for the Investigator and Assist. Public Defender 4th are a continuation of Upstate Quality Improvement and Caseload Reduction round 2 which ended June 30, 2021 and adds stipends for Assist. Public Defender 5th and Assist. Public Defender 7th. These stipends are for Upstate Quality Improvement and Caseload Reduction ROUND 3 Contract No. 3RD656 (Grant Application and Acceptance by Resolution No. 20-533 as amended by Res No. 21-028).</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Date: Tuesday, August 03, 2021 @ 9:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call.**

Present: **Kehl, Grant,** Leuer, Brick, Klein, King, Davis, May, Brunner

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
District Attorney			
<p><i>5. Appropriation</i> To: 01.32.1165.1.10601 Unused Benefit Time \$16,955.31 W/Any funds available \$16,955.31 Reason: To payout accrued vacation for employee leaving County employment.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

Signature of Committee Chairman: **p/B. Kehl** (minutes prepared by _____).

Next Finance Committee Meeting scheduled for **Tuesday, September 07, 2021 @ 9:00 AM.**