

FINANCE COMMITTEE MEETING MINUTES

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

Thank you!

Date: Tuesday, June 06, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center.*

Present: **Kehl, Grant**, Davis (10:05 AM), Leuer, May, Brick, King,

Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
1. FYI: Change July 4, 2023 Committee Meeting date to Wednesday, July 5, 2023 at 9:00 a.m. due to the 4 th of July Holiday.	<i>Changes to date, time and location are the privilege of the Committee Chair ~ no action required.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Inter County of Western NY resolutions <ul style="list-style-type: none"> • <u>Employer FUTA Credit Reduction</u> • <u>Opposing Minimum Wage Index</u> • <u>Increase Funding Community Colleges</u> • <u>REM Tax Delinquency Foreclosure</u> 		Motion: Grant Ayes: 6 Noes: Absent: 2 Davis, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
9:00 AM - Information Technology w/B. Sikes			
Walk-in: FYI <u>Interdepartmental Contract (Revenue):\$3,001 or greater:</u> Contract with Department of Social Services, 466 North Main Street, Warsaw, NY 14569, for IT support services in an amount not to exceed \$61,191.00; effective January 1, 2023 through December 31, 2023. (MUNIS Contract #1556) <i>CREATED status</i>		Motion: Leuer Ayes: 6 Noes: Absent: 2 Davis, Becker	Carried: XXX Defeated: Referred to: APPROVED
At 9:10 AM Supervisor Roche, T/Eagle entered the meeting during the below agenda item.			
1. Professional Service Contract (\$5,001 or greater): Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with SHI , 290 Davidson Avenue, Somerset, New Jersey 08873 for the annual renewal of Bomgar (Beyond Trust) licenses and maintenance, plus the addition of four new licenses; in an amount not to exceed \$14,000.00, effective June 06, 2023 through July 31, 2024 Sourcewell Contract #081419-SHI. MUNIS CONTRACT #1552 <i>Rejected by Co. Atty. – no attachments</i>		Motion: Brick Ayes: 6 Noes: Absent: 2 Davis, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION

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Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
<p>2. Professional Service Contract (\$5,001 or greater): Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with Upstate Wholesale Supply Inc., DBA: Brite Computers, 7647 Main Street Fishers, Victor, New York 14564 for the annual renewal and upgrade of NetMotion, in an amount not to exceed \$10,471.34, effective October 25, 2023 through October 24, 2024. Sourcewell Contract #081419-SHI. MUNIS CONTRACT #1553 ✓✓</p>	<p><i>All Wyoming County Police Departments use this for connectivity</i></p>	<p>Motion: May Ayes: 6 Noes: Absent: 2 Davis, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
<p><i>At 9:13 AM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i></p>			
<p>3. Amend Resolution No. 15-386: Authorize Chairwoman to sign an amended contract with Avenu Insights & Analytics, 5680 Trinity Parkway, Suite 120, Centreville, Virginia 20120 to reflect the following:</p> <ul style="list-style-type: none"> • increase quarterly amount by \$4,131.97 for a total amount not to exceed \$91,343.30; effective April 1, 2023 through September 30, 2023 <p>MUNIS CONTRACT Change Order #600 ✓✓</p>	<p>As previously amended by: 18-276; 18-385; 19-094; 20-425; 21-125; 21-330; 21-569; 22-144; 22-473; 22-685; and 22-239.</p> <p style="text-align: center;"><i>The quarterly rate was \$41,539.68, and is now \$45,671.65.</i></p> <p>30 day notice prior to next quarter for termination of agreement to occur.</p>	<p>Motion: Grant Ayes: 6 Noes: Absent: 2 Davis, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
<p><i>Budget Officer Cook reported spending \$476K for this “back up” software since 2020.</i></p>			
<p><i>IT Director Sikes explained that the Human Resource “data dump” from Avenue to Tyler Technologies has occurred. The last 5 years has been converted. All historical data is in the county’s custody. County Treasurer LaWall commented on a MUNIS requirement to assign everyone entered into the Civil Service module an Org./Obj. regardless of whether or not they are county employees. Treasurer LaWall is not willing to create the number of Org./Obj. required to cover the entire county and has serious concerns about Towns, Villages, School Districts and Soil & Water entries accessing financial data.</i></p>			

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Department Agenda Item	Discussion	Decision	Action
<p>4. Amend Resolution No. 19-561: Authorize Chairwoman to sign an amended contract with Tyler Technologies Inc, PO Box 203556, Dallas, Texas 75320 to reflect the following:</p> <ul style="list-style-type: none"> • Add additional hours needed for training and implementation services for the HR module in an amount not to exceed \$27,750.00 total contract not to exceed \$74,150.00. <p style="background-color: yellow;">MUNIS CONTRACT Change Order #811 ✓✓</p>	<p>As previously amended by: 21-503; 22-145; and 22-474</p>	<p>Motion: Brick Ayes: 6 Noes: Absent: 2 Davis, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
<p>5a. Appropriation (CIP IT) To: 019950.599521 Transfer to Fund 12 \$112,000.00 w/ any funds available Reason: To appropriate additional funding for the MUNIS implementation project.</p>		<p>Motion: Leuer Ayes: 6 Noes: Absent: 2 Davis, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
<p>5b. Appropriation (CIP) To: 129950.599504 Transfer to CIP \$112,000.00 w/ 12162006.450310 Interfund Transfer \$112,000.00 Reason: To appropriate additional funding for the MUNIS implementation project.</p>			
<p>5c. Transfer (CIP) From: 129950.599504 Transfer to CIP \$112,000.00 To: 121680.540301 Professional Services \$112,000.00 Reason: To transfer funds to cover additional expenses related to the MUNIS implementation project.</p>			
<p>6. Appropriation To: 011681.540301 Professional Services \$2,350.00 011681.541111 Computers and Technology \$4,000.00 011681.541410 Software \$43,650.00 w/01168105.440890 Federal Aid Other \$50,000.00 Reason: To appropriate funds related to the Cyber Security Grant Award.</p>	<p><i>This grant expires July 31, 2023; can be extended.</i></p>	<p>Motion: Grant Ayes: 6 Noes: Absent: 2 Davis, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
<p>7. Disposition of Fixed Assets (permanent disposal only): Declare surplus and dispose of</p> <ul style="list-style-type: none"> • One Toshiba eStudio355 copy machine from the IT Office. Original cost in 2010 was \$4,999.00. The machine has no monetary value and will be recycled. 		Motion: Brick Ayes: 6 Noes: Absent: 2 Davis, Becker	Carried: XXX Defeated: Referred to: APPROVED
<p><i>There was some discussion over our plan for audio equipment at the Fair this year. IT Director Sikes explained the anticipated arrival of new equipment in July. The decision was made to set up the meeting at the horse show end of the building. Supervisor Leuer, T/Middlebury offered to bring his karaoke machine as a backup.</i></p>			
9:20 AM - Treasurer w/R. LaWall			
<p>1. <u>Sales tax update and financial statements</u></p> <ul style="list-style-type: none"> • <u>Investment Income April</u> • <u>Investment Report April</u> 	<p><i>Credit Score has risen 2 percentage points with 3 + One.</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. <u>Amend Resolution 23-112</u> to rescind the sale of surplus property sold during the Tax Foreclosure Auction located at 1374 Creek Road in Attica; tax map no. 32.-1-15. Resolution Template 22-391</p>	<p><i>County will keep the deposit. The back-up bidders were not interested so it will be offered again at the next available auction.</i></p>	Motion: May Ayes: 6 Noes: Absent: 2 Davis, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>3. <u>Adoption of draft policy on leases related to GASB statement 87</u> effective 01/01/2022.</p>	<p>Will be on 2022 FY audit, this policy will retro.</p>	Motion: May Ayes: 6 Noes: Absent: 2 Davis, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>4. <u>Update on WCCH balances due to Wyoming County</u></p> <ul style="list-style-type: none"> • Comp current • HRA current • Q1 HR billed on 5/18/23; not overdue • Highway current • New process for Health Ins. invoices 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

At 10:05 AM Supervisor Davis, T/Covington entered the meeting during the below agenda item.

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Department Agenda Item	Discussion	Decision	Action
<p>5. <u>Supreme Court Ruling on Tyler vs. Hennepin County</u></p> <ul style="list-style-type: none"> Last Date of Redemption 08/11/23 Tax Foreclosure Auctions are taking place across NYS County Attorneys are recommending holding funds until decision rendered June 8th. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><i>Treasurer LaWall offered that Administration Fees are not currently defined. She has instructed staff to track their time, postage, phone calls, etc., until we know more after June 8th.</i></p>			
<p>6. FYI –</p> <ul style="list-style-type: none"> MiFi Purchase 	<p><i>To allow laptop security when out of office</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>7. Amend Investment policy to reflect increase of:</p> <ul style="list-style-type: none"> Five Star Bank deposits from \$30,000,000 to \$50,000,000 KeyBank deposits from \$1,000,000 to \$10,000,000. 		Motion: King Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>10:00 AM - Wyo. Co. Community Hospital w/D. Kobis & M. Wright</p>			
<p>1. General Update – Link pending</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><i>At 10:35 AM there was a motion by Supervisor Leuer to enter an executive session to discuss proposed litigation. This was seconded by Supervisor Brick and all voted aye. All remained</i></p> <p><i>At 10:48 AM there was a motion by Supervisor leuer to end the executive session and continue the regular meeting. This was seconded by Supervisor Brick and all voted aye.</i></p>			
<p>2. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign an independent contractor agreement with DEVON HUFF, MD, 951 Robin Road, Amherst, NY 14228, to provide general surgery locum coverage, not to exceed \$50,000.00, effective 06/01/2023 – 05/31/2024.</p>		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
<p>3. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a professional services agreement with OAK OPENINGS MEDICAL, PLLC (Gregory Collins, DO), 7110 Woodruff Road, Lima, NY 14485, to provide Medical Review Officer (MRO) services to Workplace Health Services (WPHS) and to provide Medical Director services for WPHS, \$25,000.00 per year, effective 07/03/2023 – 07/02/2026.</p>		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>4. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign an independent contractor agreement with MANDIP PANESAR, MD, 20 Newcastle Drive, Williamsville, NY 14221, to provide professional nephrology physician services on a per diem basis, not to exceed \$12,000.00, effective 07/01/2023 – 08/31/2023.</p>		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign an engagement letter with CONSTANGY, BROOKS, SMITH & PROPHETE, LLP, 175 Pearl Street, Suite C-402, Brooklyn, NY 11201, related to IT consulting services, not to exceed \$100,000.00, effective 04/07/2023 – 04/06/2024.</p>		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>6. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign an engagement agreement with KIVU CONSULTING, INC., PO Box 679789, Dallas, TX 75267, related to IT consulting services, not to exceed \$25,000.00, effective 04/07/2023 – 04/06/2024.</p>		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
<p>7. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a letter of agreement with DANIEL J. EDELMAN, INC. dba Edelman, 5900 Wilshire Boulevard, 24th Floor, Los Angeles, CA 90036, related to IT consulting services, not to exceed \$30,000.00, effective 04/07/2023 – 04/06/2024.</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>8. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a master services agreement with ARETE ADVISORS, LLC, 4800 T-Rex Avenue, Suite 350, Boca Raton, FL 33431, related to IT consulting services, not to exceed \$100,000.00, effective 04/07/2023 – 04/06/2024.</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>9. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a water treatment agreement with KURITA, 6600 94th Avenue North, Minneapolis, MN 55445, to clean the cooling towers, Year 1 \$20,086.00, Year 2 \$21,007.00, and Year 3 \$21,587.00 for a cumulative total of \$62,680.00, effective 07/01/2023 – 06/30/2026.</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>
<p>10. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a consumable commitment agreement with NOVA BIOMEDICAL, 200 Prospect Street, Waltham, MA 02454, to purchase new glucose meters and docking stations, \$9,810.36 per year, cumulative \$68,672.52, effective 07/23/2023 – 07/22/2030.</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to: *RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
<p>11. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to sign a pharmacy management agreement with COMPLETE RX, LTD, 3200 Wilcrest Drive, Suite 250, Houston, TX 77042, to provide pharmacy management services, not to exceed \$300,000.00 per year, effective 08/01/2023 – 07/31/2028.</p>	<p><i>Projecting \$200K in savings with the use of this agreement.</i></p>	<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>12. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Hospital Administrator to negotiate a contract for urology services at the hospital, not to exceed \$300,000.00 per year.</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>
<p>13. Amend Resolution #20-096 approved on 02/11/2020 with POINT CLICK CARE, 5570 Explorer Drive, Mississauga, ON L4WOC4 related an agreement for Skilled Nursing Facility electronic medical record software, \$32,300 start-up cost reduced by 50% if implementation complete by 04/01/2020 and further reduced by \$13,000.00 from the Health Information Exchange (HIE) grant plus \$55,000.00 per year, subscription amount, effective 04/01/2020 – 03/31/2023, as follows:</p> <ul style="list-style-type: none"> • Extend the term of the agreement from 04/01/2020 – 03/31/2023 through 04/01/2023 – 03/31/2024. • Increase the amount from \$55,000.00 per year to \$61,554.12 per year. 		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

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14. Amend Resolution #16-088 approved on 02/09/2016 with DENTSERV DENTAL SERVICES, INC. , 15 Canal Road, Pelham Manor, NY 10803 related to dental services to the residents of the SNF as follows, not to exceed \$40,000.00 per year: <ul style="list-style-type: none"> • Extend term of the agreement from 06/01/2022 – 05/31/2023 through 06/01/2023 – 05/31/2025. 	Resolution #22-381 approved on 07/12/2022, Resolution #20-273 approved on 06/09/2020, Resolution #18-423 approved on 10/09/2018, and Resolution #16-088 approved on 02/09/2016	Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
15. Amend Resolution #22-566 approved on 10/11/2022 with MAXIM HEALTHCARE STAFFING SERVICES, INC. 500 Seneca Street, Suite 610, Buffalo, NY 14204, a staffing services agreement in the hospital and skilled nursing facility, not to exceed \$400,000.00 per year, effective 09/09/2022 – 09/09/2023, as follows: <ul style="list-style-type: none"> • Increase the amount for the period 09/09/2022 – 09/09/2023 from an amount not to exceed \$400,000.00 per year to an amount not to exceed \$800,000.00 per year. 		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
16. Amend Resolution #18-346 approved on 08/14/2018 with SUNBELT STAFFING , 3687 Tampa Road, Suite 200, Oldsmar, FL 34677, related to a client services agreement for agency staff to provide coverage where needed, not to exceed \$750,000.00 per year, effective 07/02/2020 – 06/30/2023, as follows: <ul style="list-style-type: none"> • Extend the term of the agreement from 07/02/2020 – 06/30/2023 through 07/01/2023 – 06/30/2025. • Increase the not to exceed amount from \$750,000.00 per year to an amount not to exceed \$1.6 million per year. 	Resolution #22-036 approved 01/11/2022 and Resolution #18-346 approved on 08/14/2018	Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION

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17. Amend Resolution #20-419 approved on 10/13/2020 with UNIVERSITY AT BUFFALO SURGEONS, INC. , 100 High Street, Buffalo, NY 14203 related to a professional services agreement to provide general surgery services and on-call services during such time as the general surgeons currently covering general surgery on-call coverage services are on vacation, not to exceed \$290,000.00 per year, effective 02/15/2021 – 12/31/2022 as follows: <ul style="list-style-type: none"> • Extend the term of the agreement from 02/15/2021 – 12/31/2022 through 01/01/2023 – 12/31/2025. 	Resolution #21-291 approved on 06/08/2021 and Resolution #20-419 approved on 10/13/2020	Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
18. Amend Resolution #22-423 approved on 08/16/2022 to RESCIND the following agreement in its entirety as this agreement was not prepared or executed, effective 08/16/22: <ul style="list-style-type: none"> • UNIVERSITY AT BUFFALO SURGEONS, INC., 100 High Street, Buffalo, NY 14203, a professional services agreement to provide general surgery services, not to exceed \$450,000.00 per year, effective 09/01/2022 – 08/31/2023. 		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
19. Amend Resolution #20-304 approved on 07/14/2020] with TRUSTED NURSE STAFFING, LLC , 500 Seneca Street, Suite 501, Buffalo, NY 14204 related to agency staff coverage, not to exceed \$960,000.00 per year, effective 06/15/2022 – 06/14/2023 as follows: <ul style="list-style-type: none"> • Extend the term of the agreement from 06/15/2022 – 06/14/2023 through 06/15/2023 – 06/14/2025. • Decrease the not to exceed amount from \$960,000.00 per year to an amount not to exceed \$800,000.00 per year. 	Resolution # 23-291 approved on 05/09/2023, Resolution #20-304 approved on 07/14/2020	Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION

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Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
20. Amend Salary Schedule C as follows: <ul style="list-style-type: none"> • Set the salary of one (1) 1.00 FTE Director of Diagnostic Imaging Services position (Position Code #01.603.691) under IMAGING AND TESTING at \$125,000.00 per year, position available date 05/08/2023. 		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
21. <i>Amend Salary Schedule P as follows:</i> <ul style="list-style-type: none"> • Abolish one (1) 1.00 FTE Women's Health Nurse Practitioner position (Position Code #17.124.643) under OB CLINIC, effective 05/31/2023. 		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
22. <i>Amend Salary Schedule P as follows:</i> <ul style="list-style-type: none"> • Change the FTE for one (1) Physician Assistant Orthopaedic Clinic position (Position Code #17.127.067) under ORTHOPAEDIC CLINIC from 0.80 FTE to 0.70 FTE, effective 11/08/2022. 	<i>Correct a typo made in the original entry on the Salary Schedule, effective date remains the same 11/08/2022.</i>	Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
Budget Office w/J. Cook			
1. <u>Review Contingency funds through 6/6/23.</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>ARP Update</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <u>FEMA update</u> <ul style="list-style-type: none"> • \$1,491,353.57 Project #3 Testing was paid in full and closed. Starting CATZ Project which includes only administrative expenses pertaining to the submission of the grant. Max of \$150K. <ul style="list-style-type: none"> ○ \$2.5M already received ○ \$2.8M additional potential 	Attached D. Nikiel to provide brief recap	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Chairwoman Ryan, T/Warsaw commended Ms. Nikiel on her commitment to this accomplishment.

FINANCE COMMITTEE MEETING MINUTES

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Thank you!

Date: Tuesday, June 06, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center.*

Present: **Kehl, Grant**, Davis (10:05 AM), Leuer, May, Brick, King,

Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
4. Next Month: <ul style="list-style-type: none"> • 2024 Budget Instructions 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Clerk to the Board w/C. Ketchum			
1. Time and Attendance Reporting: <ul style="list-style-type: none"> • Elected/Appointed Officials - <ul style="list-style-type: none"> ○ David Linder / Sheriff ✓✓ ○ Leah Nowotarski / Public Defender ✓✓ 	<p style="color: blue; text-decoration: underline;"><i>DRAFT Resolution Attached</i></p>	Motion: Brick Ayes: 7 Noes: Absent: 1, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
2. Proposed update to County Procurement Policy <ul style="list-style-type: none"> • With these modifications it will no longer be required to bring contracts \$2,999.00 and less to committee as an FYI. 	<p><i>Budget Officer Cook offered that Clerk Ketchum would have the ability to pull monthly reports for these contracts for Finance Committee to review.</i></p>	Motion: May Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
3. Semi-Annual Town Revenue Sharing <ul style="list-style-type: none"> • <u>10/01/2022– 03/31/23</u> 		Motion: King Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
4. Indoff quoted \$2.75 ea. for the Rosters this year. <ul style="list-style-type: none"> • 2022 <ul style="list-style-type: none"> ○ 900 x \$2.25 = \$2,135.00 • 2023 <ul style="list-style-type: none"> ○ 800 x \$2.75 = \$2,360.00 	<p style="color: blue; text-decoration: underline;"><i>Quote results attached</i></p>	Motion: May Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: APPROVED
Real Property Tax Services w/S. Lippincott			
1. Introduction of Local Law B, year 2023, entitled, " <u><i>A Local Law Entitled "Enacting a Property Tax Exemption for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-A of the Real Property Tax Law"</i></u> " and set the Public Hearing for July 11, 2023 @ 2:30 PM in the Wyoming County Government Center Supervisors' Chambers.	<div style="font-size: 2em; font-family: cursive; color: gray; opacity: 0.5;">Withdrawn</div> <p style="margin: 0;"> By Committee Chair Kehl, T/Attica until RPTS Director Lippincott's return to work </p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis (10:05 AM), Leuer, May, Brick, King,

Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
2. <u>Adoption of County Addressing Policy</u> <ul style="list-style-type: none"> • Reviewed last month 		Motion: May Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
Off Track Betting w/S. May			
1. <u>04/27/23 Congresswoman Tenney's Press Release on WROTB</u>	<i>Supervisor May, T/Orangeville and Wyoming County Member to the WROTB Board shared with the committee that the weighted voting within OTB is a mess... More information to follow.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Co. Insurance Office w/ T. Vacinek			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Supervisors w/B. Kehl			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Other/Referrals:			
HUMAN SERVICES			
Office for the Aging			
1. Position Fill: <div style="text-align: center;"><i>Office for the Aging</i></div> One (1) position of <u>Aging Services Specialist</u> (Position Code 284.248), on CSEA Schedule A Grade 8 \$19.70 - \$22.79 per hour, to replace Mindy Anderson who is retiring August 4, 2023. <i>Position available date: August 7, 2023.</i>		Motion: Grant Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: APPROVED

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Present: **Kehl, Grant**, Davis (10:05 AM), Leuer, May, Brick, King,

Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action										
<p>2. Position Fill:</p> <p style="text-align: center;"><i>Office for the Aging</i></p> <p>One (1) position of <u>Aging Services Aide</u>, (Position Code 286.015) CSEA agreement Schedule A Grade 2 \$17.11 - \$18.68 to replace Leigh Case who is retiring June 29, 2023. Position available date: June 30, 2023.</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>										
Social Services													
<p>3. Position Fill:</p> <p style="text-align: center;">Social Services Dept.</p> <p>Fill one (1) position of <u>Community Services Worker</u> (Position Code: 157.315), CSEA Agreement, Sch. A. Grade 6 (\$18.83 – \$20.99/hr.) to replace Jeri Laird, who resigned effective 5/11/23. Position available date: 6/7/23</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>										
<p>4. Position Fill:</p> <p style="text-align: center;">Social Services Dept.</p> <p>Fill one (1) position of <u>Social Services Program Specialist</u> (Position Code: 127.359), CSEA Agreement, Sch. A. Grade 10 (\$20.38 – \$23.06/hr.) to replace Kay Hough, who is retiring effective 7/26/23. Position available date: 7/27/23</p>		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>										
<p>5. Appropriation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">To: 016010.541010 Office Supplies</td> <td style="text-align: right;">\$4,736.00</td> </tr> <tr> <td>016010.541111 Computers & Technology</td> <td style="text-align: right;">\$1,315.00</td> </tr> <tr> <td>016010.541410 Software</td> <td style="text-align: right;">\$8,000.00</td> </tr> <tr> <td>016010.540301 Professional SVC Contracts</td> <td style="text-align: right;"><u>\$4,500.00</u></td> </tr> <tr> <td>w/01601004.436100 State Revenue</td> <td style="text-align: right;">\$18,551.00</td> </tr> </table> <p>Reason: To expend funds from the homeless services plan.</p>	To: 016010.541010 Office Supplies	\$4,736.00	016010.541111 Computers & Technology	\$1,315.00	016010.541410 Software	\$8,000.00	016010.540301 Professional SVC Contracts	<u>\$4,500.00</u>	w/01601004.436100 State Revenue	\$18,551.00		<p>Motion: Grant Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
To: 016010.541010 Office Supplies	\$4,736.00												
016010.541111 Computers & Technology	\$1,315.00												
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FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis (10:05 AM), Leuer, May, Brick, King,

Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
PUBLIC HEALTH			
Mental Health			
<p>1. Appropriation: To: 014220.542417.SAPTI Primry Prev Infrast Gnt \$1,925.15 w/01422004.444920.SAPTI Subst Abuse Federal \$1,925.15 Reason: Remaining funding for OASAS Infrastructure Federal Block Grant for Partners for Prevention</p>		<p>Motion: Davis Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>2. Appropriation: To: 014220.542476.SAPT CCSI Subst Abuse/Tx Gnt <u>\$1,780.00</u> w/01422004.444920.SAPT Substance Abuse Fed. \$1,780.00 Reason: Remaining funding for OASAS Workforce Federal Block Grant for Partners for Prevention.</p>		<p>Motion: Davis Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
<p>3. Appropriation: To: 014220.542488 Stop Act Grant \$49,438.00 w/01422004.444910 Mental Health SICA Grant \$49,438.00 Reason: 2023 funding for federal underage-drinking STOP ACT Grant for Partners for Prevention.</p>		<p>Motion: Davis Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
PLANNING COMMITTEE			
Countywide Zoning			
<p>1. Position Fill: <i>Zoning Dept.</i> One (1) position of <u>Account Clerk</u> (1.00 FTE) (position code 031.002) CSEA agreement, Sch. A, grade 4 (\$17.97 - \$19.77) to replace Lisa Aures, who transferred to another department. Position available date: June 7, 2023.</p>		<p>Motion: Leuer Ayes: 4 Noes: 3 Kehl, Grant, King Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>

FINANCE COMMITTEE MEETING MINUTES

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Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
<p>5. Position/Fill: <div style="text-align: center;">Building & Grounds</div> One (1) position of Laborer (Temp.) (1.00 FTE) (Position Code 053.144) with only those benefits mandated by law for a period of six months; to replace Jonathan Ross; effective June 14, 2023 through November 14, 2023</p>	<p><i>Approved salary/wage range: \$20.00 to \$25.00.</i></p>	<p>Motion: Brick Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>
PUBLIC SAFETY			
Sheriff			
<p>1. Position Fill: <div style="text-align: center;">Sheriff</div> One position of Deputy Sheriff FT (position code 011.083) hourly range of \$28.06-\$38.39 per hour following WCDSA agreement to replace Matthew Felix, who retires on June 3, 2023. Position available date: June 7, 2023</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>
County Jail			
<p>2. Appropriation: To: 013150.541711 Inmate Medical <u>\$46,000.00</u> w/01315000.412890 Other Dept. Income \$8,000.00 01315001.422640 Prisoner Charges 38,000.00 Reason: Increased costs of medications and rise in inmate population with medical needs.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>

FINANCE COMMITTEE MEETING MINUTES

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Present: **Kehl, Grant**, Davis (10:05 AM), Leuer, May, Brick, King,

Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
Jail Kitchen			
<p>3. Position Abolish: <i>Sheriff/Jail Kitchen</i> Fifteen positions of <u>Meal Deliverer (PT)</u> position codes (079.598; 080.598; 081.598; 082.598; 083.598; 084.598; 085.598; 086.598; 087.598; 088.598; 093.598; 094.598; 096.598; 097.598; 098.598) •Four positions of <u>Meal Deliverer (Per Diem)</u> position codes (089.598; 090.598; 091.598; 092.598) Due to reclassification of the positions to Courier. Abolish date is June 14, 2023.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
Fire & Building Code Enf.			
<p>4. Transfer: From: 013620.540103 Auto (Code Enf.) \$1,000.00 To: 018021. 540103 Auto (Zoning) \$1,000.00 Reason: To cover unbudgeted 2023 auto insurance expenses.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
Probation			
<p>5. Appropriation: To: 013140.523001 Motor Vehicles \$35,251.20 013140.510101 FT CSEA Contract 33,033.00 013140.585001 Medicare 478.98 013140.583001 FICA 1,780.82 w/01314006.433100 ATI Program \$70,544.00 Reason: To appropriate pretrial funds.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>

FINANCE COMMITTEE MEETING MINUTES

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Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
District Attorney			
<p>6. <i>Position Create/Fill:</i> <i>District Attorney</i> One (1) position of <u>Legal Intern, PT (Temp.)</u> on Salary Schedule S at an hourly rate of \$25/hour (with salary and fringe not to exceed \$6,000.00; position available date is July 31, 2023.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p>
*RESOLUTION			
Public Defender			
<p>7. <i>Amend Salary Schedule G:</i> Public Defender Amend Salary Schedule G under Public Defender for one (1) position of <i>Assistant Public Defender, (7th)</i> (1.00 FTE) (position code 013.503) to be funded through:</p> <ul style="list-style-type: none"> Wyoming County Data-Day, Alternatives to Incarceration grant for \$75,000.00 (contract term 01/01/2023-12/31/2023); Hurrell-Harring grant, year 6 for \$5,554.00 (contract term 04/01/2023-03/31/2024); Fourth Counsel at First Appearance grant for \$1,615.00. (contract term 01/01/2023-12/31/2025). <p>With an annual salary of \$82,169.00. Benefit Package consistent with Salary Schedule S. Effective June 5, 2023.</p>	<p>Previously set at \$75,000.00 a year, to help with night time arraignments we worked with ILS to provide some additional funding for this position to do so.</p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p>
*RESOLUTION			

FINANCE COMMITTEE MEETING MINUTES

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Department Agenda Item	Discussion	Decision	Action																
<p>8. Amend Salary Schedule S: Public Defender Amend One (1) position of <i>Assistant Public Defender, (3rd)</i> (position code 002.503) .5 FTE to 1.00 FTE to be funded through:</p> <ul style="list-style-type: none"> • County – Tax Levy \$27,039.00 • Indigent Legal Services/Distribution #11 for \$4,075.00 (contract term 01/01/2021-12/31/2023); • Indigent Legal Services/Distribution #12 for \$4,531.00 (contract term 01/01/2022-12/31/2024); • Indigent Legal Services/Distribution #13 for \$2,235.00 (contract term 01/01/2023-12/31/2025); and • Hurrell-Harring grant, Year 6 for \$45,000.00 (contract term 04/01/2023-03/31/2024). <p>With an annual salary of \$82,880.00. Benefit Package consistent with Salary Schedule S; effective June 1, 2023.</p>	<p>Merging two (2) part time positions into one (1) full time position as approved by ILS.</p>	<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>																
<p>9. Position Fill: Public Defender Fill one (1) Position of <u><i>Assistant Public Defender, (3rd)</i></u> (position code 002.503) 1.00 FTE. Currently on salary Schedule S & G at \$82,880.00 annually. Position available is June 1, 2023.</p>		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">APPROVED</p>																
<p>10. Appropriation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">To: 011170.510001 Salaries</td> <td style="text-align: right;">\$131,500.00</td> </tr> <tr> <td>011170.583001 FICA</td> <td style="text-align: right;">8,153.00</td> </tr> <tr> <td>011170.585001 Medicare</td> <td style="text-align: right;">1,907.00</td> </tr> <tr> <td>011170.581001 Retirement</td> <td style="text-align: right;">13,150.00</td> </tr> <tr> <td>011170.589001 Health Insurance</td> <td style="text-align: right;">27,698.00</td> </tr> <tr> <td>011170.589002 HRA</td> <td style="text-align: right;">10,000.00</td> </tr> <tr> <td>011170.542400-ATI</td> <td style="text-align: right;"><u>\$5,500.00</u></td> </tr> <tr> <td>w/01117002.430250-ATI</td> <td style="text-align: right;">\$197,908.00</td> </tr> </table> <p>Reason: ATI - Alternatives to Incarceration</p>	To: 011170.510001 Salaries	\$131,500.00	011170.583001 FICA	8,153.00	011170.585001 Medicare	1,907.00	011170.581001 Retirement	13,150.00	011170.589001 Health Insurance	27,698.00	011170.589002 HRA	10,000.00	011170.542400-ATI	<u>\$5,500.00</u>	w/01117002.430250-ATI	\$197,908.00		<p>Motion: May Ayes: 7 Noes: Absent: 1 Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">*RESOLUTION</p>
To: 011170.510001 Salaries	\$131,500.00																		
011170.583001 FICA	8,153.00																		
011170.585001 Medicare	1,907.00																		
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011170.542400-ATI	<u>\$5,500.00</u>																		
w/01117002.430250-ATI	\$197,908.00																		

FINANCE COMMITTEE MEETING MINUTES

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Absent: Becker

Also Present: C. Ketchum/Board Clerk; B. Ryan/Board Chair; J. Cook/Budget Officer; R. LaWall/Co. Treasurer; M. Roche, T/Eagle; A. D. Berwanger, T/Arcade (9:13 AM)

Department Agenda Item	Discussion	Decision	Action
11. Amend Salary Schedule G: Public Defender To amend NYS Indigent Legal Services Third Upstate Quality Improvement and Caseload Reduction, round 3 (QICR) Grant (Contract C3RD656) to end 06/30/2023.		Motion: May Ayes: 7 Noes: Absent: 1 Becker	Carried: XXX Defeated: Referred to: *RESOLUTION

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

Next Finance Committee Meeting scheduled for **Wednesday, July 5, 2023 @ 9:00 AM.**