

**MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE**

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**GOVERNMENT OPERATIONS COMMITTEE**  
**February 28, 2019**

**Minutes**

Present: M. Cavanagh, D. Degear and P. Walrod

Absent: R. Bono

Also Present: R. Aylward, J. Becker, R. Bradstreet, D. Curtis, C. Edick, M. Keville,  
P. Lutwak, J. Reinhardt, M. Scimone, T. Wayland-Smith and E. Zehr

D. Degear called the meeting to order at 9:52 a.m.

Motion by P. Walrod. Second by C. Moses. The motion was unanimously approved.

- I. MINUTES** – Minutes from January 31, 2019 and February 12, 2019- Motion by C. Moses to approve minutes from January 31, 2019 and February 12, 2019. Second by M. Cavanagh. The motion was unanimously approved.

**II. RESOLUTIONS**

- A. Abolishing a Motor Vehicle Representative Position and Creating a Senior Motor Vehicle Representative Position in the Office of the County Clerk - Motion by C. Moses to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- B. Authorizing the Modification of the 2019 Adopted Budget – IT - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- C. Authorizing the Modification of the 2019 Adopted Budget – IT - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- D. Authorizing the Chairman to Enter into an Agreement with VAR Technology Finance - Motion by C. Moses to approve the resolution. Second by P. Walrod. The motion was unanimously approved.
- E. Authorizing the Chairman to Enter into an Agreement with TVC Albany, Inc. - Motion by M. Cavanagh to approve the resolution. Second by C. Moses. The motion was unanimously approved.
- F. Authorizing Out of State Travel – Sheriff - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- G. Authorizing Out of State Travel – Sheriff - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.

- H. Authorizing Out of State Travel – Sheriff - Motion by C. Moses to approve the resolution. Second by P. Walrod. The motion was unanimously approved.
- I. Authorizing the Chairman to Enter into an Agreement with BPAS Actuarial and Pension Services, LLC - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- J. Authorizing the Chairman of the Board to Enter into an Agreement – CSEA - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- K. Reallocating Probation Titles - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.
- L. Appointing a Director of Veterans Service Agency, Abolishing an Assistant Director of Veterans Service Agency Position and Creating a Veterans Service Counselor Position - Motion by P. Walrod to approve the resolution. Second by M. Cavanagh. The motion was unanimously approved.

**III. PREFERRED AGENDA VOTE-** Motion by C. Moses to include resolutions A, B, C, D, E, F, G, H, I, K and L in the Government Operations Committee Preferred Agenda. Second by P. Walrod. The motion was unanimously approved.

**IV. OTHER**

- A. NACO Leadership Program – M. Scimone reported on the NACO Leadership Program that employees are participating in. Scimone stated that feedback from current participants has been very positive and he recommends that we continue to utilize this training for employees new to leadership roles.
- B. Non-Represented Policy – the Personnel Department was presented with a scenario in which language in an inter-municipal agreement appears to contradict language in the county’s non-represented policy regarding overtime pay. The committee asked that the agreement be reviewed and that this topic be discussed at the next meeting.
- C. Affordable Care Act – R. Aylward informed the committee of an IRS notice received by the county, related to a 2016 Affordable Care Act reporting error. Outside counsel assisted with the county’s response which Aylward will issue. Any follow-up by the IRS will be brought before the Government Operations Committee for consideration. Reporting for other years has been reviewed.

**V. MOTION TO ENTER EXECUTIVE SESSION-**Motion by P. Walrod to enter executive session. Second by C. Moses. The motion was unanimously approved.

- A. Negotiations
- B. Labor Relations
- C. Personnel Matters
- D. Salary Matter
- E. Performance Appraisals

Motion by C. Moses to exit executive session. Second by M. Cavanagh. The motion was unanimously approved.

Motion by C. Moses to end the meeting. Second by P. Walrod. The motion was unanimously approved.

**VI. NEXT MEETING:** Next Committee Meeting: March 28, 2019 immediately following the Finance, Ways and Means Committee