

Administration and Oversight Committee

Meeting Minutes

March 21, 2019

COMMITTEE: Chairwoman Yvonne Nirelli
Board Chairman John Becker
Supervisor Thomas Boylan (via video conference)

OTHERS: Board Vice Chairman Daniel Degear
County Administrator Mark Scimone
Supervisor Cliff Moses
Elections Commissioner Kelley Hood
Elections Commissioner Laura Costello
Purchasing Agent Laurie Winters
2nd Assistant County Attorney Melissa Martel-Felton

ABSENT: Vice Chairman Pete Walrod
Supervisor Ronald Bono
Supervisor David Jones

Chairwoman Yvonne Nirelli called the meeting to order at 11:40 a.m. in the Supervisors large conference room.

Approve Minutes:

The minutes of the February 21, 2019 meeting were unanimously approved on the motion of Board Chairman John Becker and second of Supervisor Tom Boylan.

Purchasing:

Purchasing Agent Laurie Winters stated that in order for Enterprise to sell County-owned vehicles, we need to change our Fleet Management Policy language. Degear recommended that the policy state that vehicles can be sold by Enterprise and/or County. A resolution will be drafted.

The Committee unanimously approved the resolution with the recommended Fleet Management Policy changes on the motion of Becker and second of Boylan.

Winters informed the Committee that there have been issues with Geneva Interpreting Services with no shows and not providing the services agreed to. Winters recommended terminating their contract and using our other interpreting vendor, MAMI, through year end. The Committee agreed to send the contract to the County Attorney's office for review and to draft resolution to terminate services.

The Committee unanimously approved the resolution to terminate the Geneva Interpreting Services contract on the motion of Becker and second of Boylan.

Board of Elections:

Elections Commissioners Kelley Hood and Laura Costello stated that Madison County maintains an agreement with NTS Data Services, Inc. for the Board of Elections registration software system. The system requires an upgrade for the WorkFlow registration system. The WorkFlow system will integrate with the current registration software to ensure a clear and verifiable check on all registration and absentee input and greatly improve the efficiency in processing voter registration records. There is money in the Board of Elections budget to cover the \$25K expense, which will be paid over five years.

Resolutions:

Designating Disposal of Obsolete and/or Surplus County Personal Property (Solid Waste Vehicles)

The Committee unanimously approved the resolution on the motion of Becker and second of Boylan.

Authorizing an Inter-municipal agreement with Madison-Oneida BOCES for Business Card Printing and other printing services not provided by Central Services

The Committee unanimously approved the resolution on the motion of Boylan and second of Becker.

Authorizing the Chairman to amend an agreement with NYS Data Services

The Committee unanimously approved the resolution on the motion of Becker and second of Boylan.

Preferred Agenda:

The Committee unanimously approved adding all resolutions to their April 9th Preferred Agenda on a motion of Board Chairman Becker and second of Supervisor Boylan.

Next Meeting: Thursday, April 18, 2019 at 11:30 a.m.

Motion to Adjourn: The Committee adjourned at 12:03 p.m. on the motion of Board Chairman Becker and second of Supervisor Boylan.

Respectfully submitted by Christine Coe for Chairwoman Yvonne Nirelli and approved on April 9, 2019.