

ADMINISTRATION AND OVERSIGHT COMMITTEE
Meeting Agenda – Thursday, June 19, 2014 @ 3:00 p.m.
Supervisors Large Conference Room

Agenda:

- 3:00 p.m. Call meeting to order
- 3:05 p.m. Approval of minutes:
- April 17, 2014
 - May 13, 2014
- 3:10 p.m. Discussion – Report of Examination – Office of State
Comptroller – Probation Department Restitution Payments
and Revenues
- Any other business
- Next Meeting
- Adjourn

Administration and Oversight Committee Meeting

Minutes April 17, 2014

PRESENT: Chairman Scott Henderson
Vice Chairman James Rafte
Supervisor Daniel S. Degear
Supervisor William Zupan
Supervisor Paul Walrod

Committee Chairman Scott Henderson called the meeting to order at 3:00 p.m. in the Supervisors Large Conference Room.

Minutes: The minutes of the regular meeting of March 20, 2014, and the special meetings of March 11, 2014 and April 8, 2014 were unanimously approved on the motion of Committee Vice Chairman James Rafte and second of Supervisor Daniel S. Degear.

Legislative Committee Process and Rules: This committee is responsible for legislative committee rules and operations. As such, Committee Chairman Henderson recommended that this committee review the current Madison County Legislative Committee process along with Robert's Rules for further discussion at the next meeting. All legislative committees should have a standardized meeting guideline to follow. The current process will be distributed to the full Board for review and recommendations for revision. This committee recommends adding bullet points for Committee Chair responsibilities and authorities and public comments during committee meetings.

Purchasing Agent: Applications have been received for the Purchasing Agent position and will be reviewed by the Search Committee next week with a June hire date anticipated.

Oneida Settlement: As this Committee is also responsible for purchasing and ensuring county services are efficient, effective and non-duplicating, this Committee should be involved in the decision-making process regarding the \$11 million Oneida settlement funds. There are many details yet to be worked out and conversations to be had before any funds are distributed.

Next Meeting: May 15, 2014, at 3 p.m. in the Supervisors Large Conference Room.

Motion to Adjourn: The Committee adjourned at 3:41 p.m. on the motion of Supervisor Daniel S. Degear and second of Supervisor William Zupan.

Respectfully submitted by Christine Coe for Chairman Scott Henderson.

Administration and Oversight Committee

Minutes of Special Meeting May 13, 2014

PRESENT: Chairman Scott Henderson, Vice Chairman James V. Rafte, Sr., and Supervisors Daniel S. Degear, Paul Walrod and William Zupan

ALSO: County Administrator Mark Scimone, First Assistant County Attorney Tina Wayland-Smith and Treasurer Cindy Edick

Chairman Scott Henderson called the special meeting to order at 10:17 a.m. in the Supervisors Chambers.

Minutes: The minutes of the April 8, 2014, special meeting were unanimously approved on the motion of Supervisor Daniel S. Degear and second of William Zupan.

Mayday for Mandate Relief Resolution: The resolution declaring Mayday for Mandate Relief was unanimously approved on the motion of Degear and second of Vice Chairman James V. Rafte, Sr.

Chairman Scott Henderson said he hopes supervisors and others take note of what is in the resolution and how much over and above the state is providing and putting on the backs of taxpayers. County Administrator Mark Scimone said counties have no control over state-mandated services; Henderson said counties have to foot the bill, anyway.

Purchasing Agent Salary: Scimone requested the Committee make a recommendation to increase the starting salary range for the purchasing agent position currently under recruitment due to a lack of competitiveness of the range. In addition, research by Personnel Director Eileen Zehr found some comparable counties pay more for the duties being required by the position description.

The Committee reached consensus on the motion of Zupan and second of Supervisor Paul "Pete" Walrod to make a recommendation to the Government Operations Committee to raise the top end of the starting salary range for the purchasing agent position to a more competitive level.

Management Salaries: There was discussion on revisiting management compensation to get management/confidential salaries more in line with their contemporaries elsewhere.

Next Meeting: June 19, 2014, at 3 p.m. in the Supervisors Large Conference Room.

Motion to Adjourn: The Committee adjourned at 10:45 a.m. on the motion of Rafte and second of Zupan.

Respectfully submitted May 14, 2014, by Martha E. Conway for Chairman Scott Henderson.