

# **SUPERVISORS NOTEBOOK**

*A Digest of Legislative Activities*

For the Month of

***June 2013***



# *Madison County Mental Health Department*

*Serving the Residents of Madison County for over 45 Years (established in 1966)*

VETERANS MEMORIAL BUILDING  
NORTH COURT STREET, P.O. BOX 608, WAMPSVILLE, NY 13163-0608  
(315) 366-2327 OR TOLL FREE (800) 721-2327  
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## **Social and Mental Health Services Committee Mental Health Department Meeting Minutes March 25, 2013**

Present: John Salka, Chair  
Lewis Carinci  
Alex Stepanski

Staff: Teisha Cook, Acting Director of Community Services  
Karolyn M. Sayles, Deputy Director MHD

Guest: Mark Scimone, County Administrator  
Dennis Rahn, CSB Chair

The meeting was called to order at 4:30 PM.

### **Approving the Minutes**

Alex Stepanski made a motion to accept the February 25, 2013 minutes, Lewis Carinci seconded the motion. All were in favor.

### **Program and Fiscal Reports**

Ms. Sayles presented the February fiscal report. The department is showing a \$16,722 deficit compared to a \$1,842 budget deficit. Karolyn noted that the 2013 annual budget is the adopted County budget which contains a budget for the ADAPT program covering six months only. She also stated that the department's revenues are below projections as clients are meeting their deductibles. This is cyclical and taken into consideration while develop the budget every year.

### **Resolutions**

- Authorizing the Chairman to proclaim April as Alcohol Awareness Month

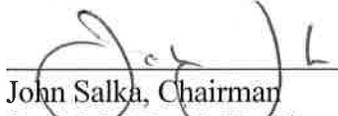
Lewis Carinci moved to accept the resolution and Alex Stepanski seconded it. The Committee voted to approve the resolution. Teisha will arrange for agency presentations at the Board Meeting in coordination with the resolution.

- Authorizing the Chairman to execute a contract modification and modifying the 2013 adopted county budget (Liberty Resources)
- Authorizing the Chairman to execute a contract modification and modifying the 2013 adopted county budget (MCCASA)

Alex Stepanski moved to accept the resolutions and Lewis Carinci seconded it. The Committee voted to approve the resolutions.

John Salka, Chair, adjourned the meeting at 4:36 PM.

**Minutes Approved:**  Without any changes     With changes noted or corrected copy attached

  
\_\_\_\_\_  
John Salka, Chairman  
Social & Mental Health Services Committee

5-14-13  
Date

**MADISON COUNTY**  
**DEPARTMENTS OF MAINTENANCE and CENTRAL SERVICE**  
Kevin F. Loveless  
Building Maintenance Supervisor



138 North Court Street  
County Office Building  
Wampsville, NY 13163

(315) 366-2259  
(315) 366-2511 (fax)

## Buildings and Grounds Committee Meeting

*Minutes April 17, 2013*

**PRESENT:** Chairman Ronald Bono, Vice Chairman Roger Bradstreet, Supervisors Alexander Stepanski and Scott Henderson; Buildings and Grounds Supervisor Kevin F. Loveless, Senior Planner Jamie Hart, MEGA Customer Relations Manager Barbara Blanchard, Integrys Energy Services of New York Account Executive Daniel Murphy, and Hess Corporation Energy Marketing Senior Account Manager Todd J. Loucks

**ABSENT:** Supervisors David L. Coye

The meeting was called to order at 2:13 p.m. in the Supervisors Large Conference Room.

**Minutes:** The minutes of the regular meeting March 20, 2013, were unanimously approved on the motion of Vice Chairman Roger D. Bradstreet and second of Supervisor Alexander Stepanski.

**Court House:** Building Maintenance Supervisor Kevin F. Loveless reported that engineering firm Barton & Loguidice stopped by recently to take more measurements for the expected move of the sewer line in connection with the installation of the elevator at the Court House.

**DSS Light Pole:** Loveless reported recent high winds had taken down a light pole at the Department of Social Services. The pole landed parallel to the driveway, with no personal injuries or property damage. Road salt corroded metal components at ground level, allowing the wind to shear it off. The reinstalled equipment was prepared with more weather- and salt-resistant construction than the original installation.

**Facilities Database:** The Maintenance Department with the help of IT Department staff has designed a database to collect information about equipment operated and maintained by the department. Data on heat pumps is being entered first, as crews collected information from the rating plates while doing routine seasonal filter changes on the equipment.

**MEGA:** MEGA Customer Relations Manager Barbara Blanchard, Integrys Energy Services of New York Account Executive Daniel Murphy, and Hess Corporation Energy Marketing Senior Account Manager Todd J. Loucks spoke to the Committee about signing up to participate in the MEGA energy aggregator program to possibly cut costs on the County's commodity portion of its energy bills.

According to Senior Planner Jamie Hart, the projected savings with the data available at the time of the meeting was about \$9,000 annually, or about 1.8 percent, of the approximately \$500,000 paid for electric annually. Numbers were not available for natural gas.

The consensus of the Committee was to have MEGA update projections for the May meeting when County Administrator Mark Scimone could also be available to review the data and work with Hart to summarize it. If, at that point, Committee members feel the program is worth pursuing, Chairman Ronald Bono will request a Committee of the Whole at which MEGA would present to the entire Board of Supervisors.

According to Daniel Murphy of Integrys, the County could switch back to its current arrangement without cost or penalty.

**Motion to Adjourn:** The meeting was adjourned at 4:01 p.m. on the motion of Stepanski and second of Bono.

**Next Meeting Date: May 15, 2013, immediately following the 2 p.m. Public Works Committee meeting in the ATRIUM Conference Room.**

*Respectfully submitted April 19, 2013, by Martha E. Conway for Kevin Loveless and approved May 15, 2013.*



*Kevin F. Loveless, Madison County Buildings & Grounds Supervisor*



**Madison County  
DEPARTMENT OF HIGHWAYS  
139 North Court Street  
P.O. Box 15  
Wampsville, NY 13163**

**F. Joseph Wisinski  
County Highway Superintendent**

**PH (315) 366-2221  
FAX (315) 366-2677**

**Public Works Committee Meeting Minutes  
April 17, 2013**

Ronald Bono called the meeting of the Public Works Committee to order at 2:04 p.m. in the Supervisor's Large Conference Room on the second floor of the County Office Building, Wampsville, NY

*Those in attendance were Public Works Committee Members: Chairman Ron Bono, Scott Henderson, Roger Bradstreet, and Alex Stepanski. Also in attendance were: Joe Wisinski, Highway Superintendent, Brad Newman, Deputy Highway Superintendent, and Martha Conway.*

**Acceptance of the Minutes from March 20th and April 9th, 2013.**

**Motion** by S. Henderson to accept the minutes, seconded by A. Stepanski. All in favor.

**Bid Reviews - Bid Ref. No. 13.10 Guide Rail Installation and Bid Ref. No. 13.11 Bridge and Guide Rail Materials**

Joe Wisinski presented to the committee the bid result for the guide rail installation service and the bid result for the bridge and guide rail materials bid. The committee asked why there was a significant difference in the hourly price for the guide rail installation between the two bidders. Brad Newman stated that Pavilion has a larger guide rail installation crew compared to Chemung, thus increasing their hourly cost. Brad Newman also added that the low bid from Chemung was lower than last year's bid result.

**Motion** by A. Stepanski to award the Guide Rail Installation Bid, at an hourly rate of \$248 to Chemung and to award all items on the Bridge and Guide Rail Materials Bid to Chemung seconded by S. Henderson. All in favor.

**Update on the Operation Manager's Position**

Joe Wisinski updated the committee on potential candidates for the Operation Manager's position when Jim Murphy retires at the end of April.

**Motion**, No motion required

**Next Public Works Committee Meeting**

The next Public Works Committee meeting will be held at 2:00 p.m. on **Wednesday, May 15, 2013** in the Large Conference Room, second floor of the County Office Building, Wampsville, NY.

**Motion** by to Adjourn Meeting at 2:11 p.m. All in favor.

COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL  
AND INTERGOVERNMENTAL AFFAIRS  
MEETING MINUTES

April 18, 2013 – 9:00 A.M.- Supervisors' Large Conference Room

**PRESENT:**

Committee: **Ralph Monforte**, Russell Cary, James Raffe, Eve Ann Shwartz and Priscilla Suits.

County Staff: Cindy Edick, Scott Ingmire, Mary Ellen Rose and Gwen Williamson

Additional Present: Karen Baase, Kipp Hicks, Becky Marsala, Beth McKellips, Paul O'Mara, Thomas Reichel, and Jim Walter.

Press:

Meeting was called to order at 9:02 A.M. by Monforte.

A-1: Jan 8, 2013, March 19, 2013 and April 9, 2013 meeting minutes were unanimously approved on a **MOTION** by Suits and seconded by Shwartz 9:02 5/0/0.

A-2: Cindy Edick presented the tax update. The Sales and Use tax is up over last year's numbers by approximately 6.27%, while Local Vehicle Use tax and Off-Track Betting Revenue continue to decrease. Medical claims (which include all active county employees and retirees under 65 years of age) maintain a steady increase. Use of the ProAct Prescription Claims are up slightly while use of the CanaRx program (which covers brand name maintenance medications) continues a steady decline.

A-3: Tom Reichel presented the Career Center update. The Career Center usage and local unemployment rate are down slightly. Although the change is almost imperceptible, the decrease is a welcome sight. Tom reported that the sequestration has affected people who are past 27 weeks of unemployment with a 10.7% decrease of benefit, but so far they have handled the few calls that have come in about it. The center is still expecting a cut of approximately \$28,000.00 from the WIA federal funding, effective July 1<sup>st</sup>. Reichel mentioned the new DOL initiative that will provide intensified one-on-one staff assistance to veterans. He also noted that monies have been received to spend on "Dislocated workers".

Conversation ensued regarding how the Committee would like Reichel to proceed with collection of overdue rent from ACCES-VR (a department of State Education that works out of the center). It was decided that the County Attorney's office will be consulted about drafting a letter notifying ACCES-VR of breach of contract status. Monforte also requested that the director of the program from the Utica office be invited to the next Planning Committee meeting to share concerns and explanations for the non-payment.

A-4: The Committee reviewed a resolution that will go before the Government Operations Committee regarding creating and filling the temporary position of Summer Youth Counselor. This is the same procedure that happens every year. No action is needed at this time although the Committee has general consensus of approval.

A-5: AED Update was presented by Beth McKellips and Karen Baase. Karen reviewed two recent educational meetings that have occurred at the Cooperative Extension, one having to do with safe and effective crop pesticide applications and the other reviewing NY DOT rules and regulations that pertain to farm equipment and trucks. These two meetings were well attended, totaling 89 people. Karen provided an outline of her role at Extension. Beth mentioned that 50 people are signed up for the farmer funding seminar: A Dollar and A Dream. She also highlighted that this year's Open Farm Day will be July 27<sup>th</sup> and they are actively seeking the participants and putting it together now.

A-6: Mary Ellen Rose and Scott Ingmire presented the Agricultural District 7 update. Scott reviewed some of the reasons why residents would want to be included in an agricultural district. It was suggested that one

of the future trainings offered at the Cooperative Extension for farmers could educate them on the purpose and usefulness of being included in an agricultural district.

The Committee approved a resolution authorizing the recertification of Agricultural District #7 in Madison County on a MOTION by Suits and seconded by Cary. 9:42. 5/0/0.

A-7: Becky Marsala presented the Tax Delinquent Property update. Haroff Auctions is moving forward with the auction preparations. It is tentatively planned to take place at The Kallet. A few of the parcels were briefly discussed. Becky noted that there are still 245 parcels scheduled for auction.

A-8: County Forest Land/DEC Nelson Swamp trade: Discussion revolved around the fact that the State is not necessarily interested in the Brookfield parcel, but they are interested in a parcel the County owns in Nelson Swamp. Jim Petreszyn will continue discussions with DEC and due to potential paperwork, this is likely a long term effort. The Committee will be kept in the loop.

A-9: Scott Ingmire presented the Madison Transit update. The area of most concern right now is planning what is to become of the buses once MTS is discontinued. A value of approximately 280,000.00 has been placed on the 10 remaining buses that will have to be repaid to the State. Scott noted that we have sold buses in the past through online auction services and he anticipates that the buses could be sold in that same manner. He said that a more beneficial alternative would be to transfer the buses to another public transit entity through the help of DOT. He mentioned that NYSDOT has said that they will help with the process of suspending services.

A-10: Resolution was removed from the agenda by request from John Becker.

A-11: The Committee approved a resolution authorizing the Chairman to enter into an agreement between the Madison County Soil and Water Conservation District and Madison County on a MOTION by Cary and seconded by Raft. 9:54 5/0/0.

A-12: Scott Ingmire presented a slideshow and review of the successful Solarize Madison program to date. The second round program has begun and will focus on agricultural, business and hot water systems. Scott noted that Jan Myers did the bulk of the work on the first round on her own time without compensation. This time Scott would like to help Jan get the credit for her work through an internship with AmeriCorps. She would have 450 hours which could be used for Solarize and also the Climate Action Program. The solar installer has agreed to pay a portion of the costs, AmeriCorps will pay half, and Scott proposed to use one thousand dollars from money in the Planning Dept. budget that was designated to pay a part-time employee for much of the same type of work. It was noted that solar thermal is a good potential option for dairy farmers.

Additional Agenda Item: Monforte reported that the Buy Madison County Campaign is gaining momentum. He is meeting with businesses that could become future sponsors of the program and he already has one tentative sponsorship. The road signs for the campaign are here and Ralph announced that the Route 20 Scenic Byway group may allow their posts to be used for our signs as well as theirs. Scott distributed the four "Buy Local" designs printed on stickers to each of the Committee members and possible uses for the stickers were discussed.

Additional Agenda Item: Jim Walter announced that May 3<sup>rd</sup> will be his last day as Director of Madison County Tourism. He has accepted a job in Cheyenne Wyoming. He noted that a national search is in progress for a replacement Executive Director and that he would like to stay on as a consultant if possible to facilitate the transition. The Committee acknowledged the significant impacts Jim has had on the Madison County Tourism Program during his time here, emphasized that he will be greatly missed and wished him well on this next chapter of his life.

Cary reminded the Committee about the upcoming Micro-hydro Grand Opening at Oxbow Falls Park. (Date and Time to be announced).

McKellips mentioned that Cooperative Extension is searching for a Farm Business Manager with an accounting background required.

Baase noted that the Farm Bureau will be meeting and visiting local farms in June.

A-13: There will be joint committee meeting of the Planning Committee, the Solid Waste Committee and the Native American Affairs Committee on April 30<sup>th</sup> at 9:00 A.M. to finalize the ARE Park process and maybe have a conversation about the weed harvesting program.

A-14: No new business.

A-15: The next scheduled Planning Committee meeting will be May 23<sup>rd</sup> at 9:00 A.M. in the Supervisors' Large Conference Room.

A-16: The meeting was adjourned on a MOTION by Rafte and seconded by Shwartz at 10:22 A.M.

Respectfully submitted: Gwen Williamson

# Criminal Justice, Public Safety and Telecommunications Committee Meeting

*Minutes April 18, 2013*

- PRESENT:** Chairman Roger D. Bradstreet, Supervisors Lewis Carinci and Daniel S. Degear; County Administrative Assistant Mark Scimone
- ALSO:** E-911 Communications Director Paul Hartnett, Paul McClintic of Cambium Networks, Rick Angelillo of Motorola, Emergency Preparedness/Fire Coordinator Joe DeFrancisco, Captain Eric Ali and Kathy Chaires
- ABSENT:** Supervisors Richard O. Bargabos and David L. Coye

The meeting was called to order at 9 a.m. in the Atrium Conference Room.

**Minutes:** Minutes of the March 21, 2013, meeting were unanimously approved on the motion of Supervisor Daniel S. Degear and second of Supervisor Lewis Carinci.

**E-911 Communications:** Director Paul Hartnett said the radio system has had some minor issues that are being worked out as they arise. He also reported that Verizon is still very interested in the Chittenango Cary's Hill tower site #5 and is willing to pay the asked-for \$1,800 monthly leasing fee. He said Tina Wayland-Smith of the County Attorney's Office is reviewing the contract.

Hartnett introduced Mark McClintic of Cambium Networks and Rick Angelillo of Motorola, who presented on potential broadband opportunities for the County. McClintic and Angelillo talked about possible bandwidth, capacities, coverage and configurations, as well as licensed vs. unlicensed equipment.

The consensus of the Committee was to further explore the best use of the pilot opportunity included with the project and to investigate potential for building upon it. Hartnett suggested that Daryl Piersall of the IT Department be involved as Network Engineer. Hartnett was asked to coordinate efforts to develop a more concrete proposal and to discuss with County Administrator Mark Scimone.

**Madison County Sheriff's Office:** The Committee unanimously passed a resolution authorizing the Chairman to enter an agreement with TREX Planning Associates to perform a training exercise on the motion of Supervisor Daniel S. Degear and second of Supervisor Lewis Carinci.

During discussion, Emergency Preparedness Director Joe DeFrancisco said the exercise is expected to simulate a mass casualty/active shooter event, possibly a school shooting incident. Degear asked what the vision was for the exercise, as populated areas can have help on the scene in minutes, unlike rural areas that may be an hour away from help. DeFrancisco said the results of the training exercise would help re-tool the county's mass casualty plan.

According to DeFrancisco, the exercises are mandated by the state and 100-percent funded through grants.

The Committee unanimously passed a resolution authorizing the Chairman to enter an agreement with Thomson Reuters-West for use of its online investigative service CLEAR Plus Web Analytics on the motion of Supervisor Daniel S. Degear and second of Supervisor Lewis Carinci.

The Committee unanimously passed a resolution modifying the 2013 budget on the motion of

Supervisor Daniel S. Degear and second of Supervisor Lewis Carinci.

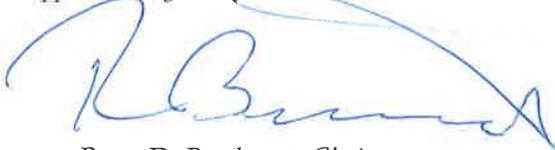
**Emergency Preparedness:** DeFrancisco debriefed the committee on an evolving situation about ambulance coverage in the southern part of the county. He recommended that the affected towns meet with their attorneys and ambulance service providers as soon as possible, but also that the county should possibly look at implementing a regional ambulance service plan. He said if one of the rural ambulance services becomes defunct, there will be huge problems.

The immediate problem is in Lebanon and Nelson, which are covered by Eaton, Georgetown and SOMAC ambulances services. The existing certificate of need does not permit Georgetown to bill Medicaid for services provided within the town of Lebanon except when they are responding under mutual aid provisions.

**Motion to Adjourn:** The Committee adjourned at 10:41 a.m. on the motion of Bradstreet and second of Degear.

**Next Meeting Date: May 16, 2013, at 9 a.m. in the ATRIUM Conference Room.**

*Respectfully submitted April 22, 2013, by Martha E. Conway for Chairman Roger D. Bradstreet and approved May 30, 2013.*



*Roger D. Bradstreet, Chairman*

*Criminal Justice, Public Safety and Telecommunications Committee*

*Madison County Board of Supervisors*



# ***Madison County Mental Health Department***

*Serving the Residents of Madison County for over 45 Years (established in 1966)*

VETERANS MEMORIAL BUILDING  
NORTH COURT STREET, P.O. BOX 608, WAMPSVILLE, NY 13163-0608  
(315) 366-2327 OR TOLL FREE (800) 721-2327  
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## **Social and Mental Health Services Committee Mental Health Department Meeting Minutes April 22, 2013**

Present: John Salka, Chair  
Lewis Carinci  
Alex Stepanski

Staff: Teisha Cook, Acting Director of Community Services

Guest: Mark Scimone, County Administrator  
Tina Wayland-Smith, Esq., First Assistant County Attorney  
Dennis Rahn, CSB Chair  
Andy Ali, CSB Vice Chair

The meeting was called to order at 4:40 PM.

### **Approving the Minutes**

Mr. Stepanski made a motion to accept the March 25, 2013 minutes, Mr. Salka seconded the motion. All were in favor.

### **Program and Fiscal Reports**

Ms. Cook distributed the first quarter 2013 fiscal report and noted that any questions regarding the financial reports would be referred to Ms. Sayles.

### **Update Regarding Hamilton School**

Committee was updated regarding the status of providing services at Hamilton Schools. We have not received contract information from the school. Decision was made that Ms. Cook and Mr. Scimone would contact Dr. Diana Bowers, Hamilton School Superintendent, for clarification regarding this.

**Community Services Board Members Appointed Term**

Mr. Rahn presented the issue of term limits for CSB members. At this time, it is not clear if three of the Community Services Board members will be submitting their resignations. Mr. Scimone asked that any approved new CSB applications be forwarded to him and he would ask the Social and Mental Health Services Committee to have a special meeting prior to the May Board of Supervisors meeting.

**Resolution**

- Proclaiming May as Mental Health Month

Mr. Carinci moved to accept the resolution and Mr. Stepanski seconded it. The Committee voted to approve the resolution.

**Executive Session**

John Salka entertained a motion to go into executive session citing Section 105 of the Open Meetings Law for "matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation." Alex Stepanski made the motion and Lewis Carinci seconded it. All were in favor.

Mr. Stepanski made a motion to come out of executive session and Mr. Carinci seconded it.

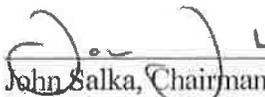
**Resolution**

- Modifying an Agreement with Family Counseling Services of Cortland County Inc. to Provide Administrative Oversight and Chemical Dependency Services

Mr. Carinci moved to accept the resolution and Mr. Stepanski seconded it. The Committee voted to approve the resolution.

John Salka, Chair, adjourned the meeting at 5:15 PM.

**Minutes Approved:**  Without any changes  With changes noted or corrected copy attached

  
 \_\_\_\_\_  
 John Salka, Chairman  
 Social & Mental Health Services Committee

\_\_\_\_\_  
 5.28.13  
 Date

## Minutes of Meeting

### SOCIAL & MENTAL HEALTH SERVICES COMMITTEE MEETING Department of Social Services

April 22, 2013

Present: John Salka, Town of Brookfield  
Alexander Stepanski, Town of Stockbridge  
Lewis Carinci, City of Oneida  
Michael Fitzgerald, Commissioner  
Mark Scimone, County Administrator

John opened the meeting by ensuring that the meeting minutes of March 25, 2013, had been distributed and read by all members present. On a motion by Alex and seconded by Lewis, the meeting minutes were approved as written.

Mike next discussed the caseload and expenditures report. He noted that the foster care line that had been running at or over budget for the first several months of the year seemed to have “leveled out” in March, allowing a little more optimism that DSS would finish the year with sufficient funding. Mike cautioned that the report is only 25 percent of the year and that as quickly as we appear under, we could just as quickly be hit with high-cost placements. It only takes one or two to have a significant impact on our budget when we are running so close with expenses and allocations.

Mike presented one resolution to continue funding for the Community Action Program (CAP) paid mentoring program. Mike gave an overview of the program, which included that it is funded with 100 percent federal funding and that the contract is being presented as a “no increase.” Mike also reviewed that the program has pretty high outcome standards, but that the program has been able to reach them. On a motion by Alex and seconded by Lewis, the resolution passed unanimously.

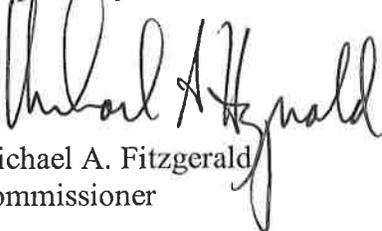
Mike updated the committee on a project that DSS was involved in with Colgate students. One of the goals Mike has had is more outreach to landlords and apartment managers. For several years, finding safe, affordable housing for low-income tenants has been increasingly more difficult. One of the factors has been the perception of renting to low-income families and the myths of dealing with DSS. The Colgate students developed a handbook that landlords can use to find out information. The handbook is also posted on the DSS website. The project has also led to one meeting between DSS and a group of landlords to present some common questions and answers. Mike was very pleased with the project and the handbook the students developed.

Finally, as Mike had promised, he updated the committee on the Medicaid enrollment center. Mike reported that for counties not in the enrollment center, they will be required to “live in two worlds – Medicaid and MAGI.” The assurances from the State Health Department that the local DSS would have no responsibility for the MAGI populations has proven to be untrue as the health department has determined that they will be incapable of taking applications AND doing the renewals; and since the application process is federally required, they are concentrating there.

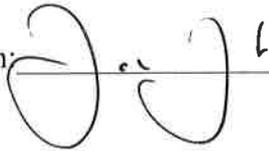
That leaves a substantial amount of work for the districts to do with little-to-no system support (computer applications) to do it. That is a major problem and one, thankfully, that Madison County avoided by getting involved in the enrollment center when we did. Mike has also discussed with Eileen Zehr the new roles and responsibilities of "Application Counselors," which the DSS staff will be considered in the new Affordable Care Act world. The Application Counselor would actually possess less skill than current DSS positions; however, they would also be required to submit to "identity proofing," which is a security standard not currently required. As more information becomes available, Mike will continue to discuss and share with those needing to be involved.

There being no further action necessary for DSS, the Mental Health Department began its presentation.

Respectfully submitted,

  
Michael A. Fitzgerald  
Commissioner

Approved by Committee Chairman:



Date: 5-20-13

SOCIAL AND MENTAL HEALTH SERVICES COMMITTEE

*VETERANS SERVICE AGENCY*

April 22, 2013

**PRESENT:** John Salka, Chairman - Brookfield  
Alex Stepanski - Stockbridge  
Lewis Carinci - Oneida Ward 4-5-6  
Mark Scimone - Administrative Assistant  
Donald R. Smith - Veterans Agency Director

**ABSENT:** Eve Ann Shwartz - Hamilton  
Jim Goldstein - Lebanon

Meeting called to order by Chairman Salka @ 4:02 in the Large Conference room, bldg 4, main office building Wampsville campus.

Previous minutes:

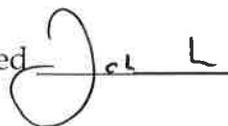
Mr. Smith reviewed minutes of March 25, 2013. Motion to accept by Mr. Stepanski, seconded by Mr. Carinci. Approved by all & carried.

Discussion:

Mr. Smith recapped the previous monthly statistics and highlights of the current month events. Mr. Smith and Ellen Andros traveled to Batavia VAMC for VA/CVSOA meeting on 3/21/13. I attended the Marine Corps Installation of officer ceremony 4/3/13. I also attended the American Legion County meeting in New Woodstock Sunday 4/2/13. We performed several Medals/award presentations in April. Office will observe Administrative Professionals Day 4/24/13. Media extensively covering VA Claims Backlog, at almost 1,000,000 now. Oneida Memorial Day Parade 5/24/13. Memorial Day observed Mon 5/27/13. WAVEM Ceremony Traditional date 5/30/13 @ 10:30.

No further veteran business to discuss, the meeting adjourned at 4:10.

Approved

 \_\_\_\_\_

Date 05/20/13



# Madison County Youth Bureau

PO Box 635, Wampsville, NY 13163  
Phone: 315-366-2574 Fax: 315-366-2579

**Joanne D. Eddy, Director**



## MINUTES OF MEETING SOCIAL & MENTAL HEALTH SERVICES COMMITTEE & YOUTH BUREAU

April 22, 2013

Present: John Salka, Town of Brookfield  
Alex Stepanski, Town of Stockbridge  
Lewis Carinci, City of Oneida  
Mark Scimone, Administrative Assistant to the Chairman  
Joanne Eddy, Youth Bureau Director

### **Approve Minutes**

There were no minutes from the March meeting due to a lack of a quorum at that meeting.

### **Resolution – Appointing a Member to the Youth Board**

Joanne presented a resolution to appoint Kathleen Caezza from Oneida to the Youth Board for a term commencing on May 14, 2013 and expiring on December 31, 2014.

Lewis made the motion to approve the resolution. Alex provided the second. The motion was unanimously approved.

### **Resolution – Entering into an Agreement with Liberty Resources Family Services, Inc.**

Joanne presented the resolution to enter into an agreement with Liberty Resources Family Services, Inc. to continue the operation of the Safe Place for Youth Interim Family Home program for runaway & homeless youth for the period of 1/1/13 -12/31/13. The contract amount is for \$40,000 (same as 2012); with state aid from OCFS reimbursing \$25,000 of the program's cost. The County share for this program was included in the 2013 Adopted County Budget.

There was discussion regarding the program's current lack of a certified Interim Family Home, which is necessitating the referral of homeless youth out of county for shelter. The committee members asked Joanne to invite a representative from the Safe Place for Youth program to meet with the committee at their June meeting to discuss the efforts they are making to recruit Interim Family Homes in Madison County.

Lewis made the motion to approve the resolution. Alex provided the second. The motion was unanimously approved.

### **Resolution – Entering into Agreements with Agencies to Provide Youth Services**

Joanne presented the resolution to enter into Agreements with six (6) Madison County not-for profit organizations to provide youth services in 2013. The programs are 100% funded with state aid from OCFS. The resolution also contains language to modify the 2013 Adopted County budget to set up the Revenue and Appropriation accounts for these programs.

Alex made the motion to approve the resolution. Lewis provided the second. The motion was unanimously approved. The resolution will be forwarded on to the Finance, Ways and Means Committee.

**MADISON COUNTY BOARD OF HEALTH  
AND  
PUBLIC HEALTH SERVICES' COMMITTEE MEETING  
MONDAY, APRIL 22, 2013**

**BOARD OF HEALTH MEMBERS PRESENT:**

PRESIDENT, JOHN ENDRES, DVM  
VICE PRESIDENT, JOHN SALKA, LEGISLATIVE REPRESENTATIVE  
MARGARET S. ARGENTINE, PHD, RN, CNE  
WENDY CARY (EXCUSED), CITY OF ONEIDA  
SAM BARR, DMD  
RACHEL ELDER, MD, PHYSICIAN REPRESENTATIVE  
JENNIFER MEYERS, MD, PHYSICIAN REPRESENTATIVE  
ROBERT DELORME, MD PHYSICIAN REPRESENTATIVE

**PUBLIC HEALTH COMMITTEE MEMBERS PRESENT:**

CHAIRMAN, JOHN SALKA, TOWN OF BROOKFIELD  
LEW CARINCI, CITY OF ONEIDA, WARDS 4-5-6  
JAMES GOLDSTEIN, (EXCUSED) TOWN OF LEBENON  
EVE ANN SHWARTZ, (EXCUSED) TOWN OF HAMILTON  
ALEX STEPANSKI, TOWN OF STOCKBRIDGE

**OTHERS PRESENT:**

ERIC FAISST, DIRECTOR OF PUBLIC HEALTH  
ROSANNE LEWIS, DIRECTOR OF CHILDREN WITH SPECIAL NEEDS  
KELLY GOLLEY, DIRECTOR OF ADMINISTRATIVE SERVICES  
GEOFF SNYDER, DIRECTOR OF ENVIRONMENTAL HEALTH  
R. SEELAN NEWTON, MD, MEDICAL CONSULTANT  
CHRISTINE COE, CONFIDENTIAL SECRETARY  
JULIE DALE, EXECUTIVE DIRECTOR, COMMUNITY ACTION PARTNERSHIP (CAP)  
PAUL SCOPAC, COO, ONEIDA HEALTHCARE  
BRUCE SELLECK, FACULTY DIRECTOR, UPSTATE INSTITUTE  
JULIE DUDRICK, PROJECT DIRECTOR, UPSTATE INSTITUTE  
COLLEEN NASSIMOS, PROJECT CONSULTANT, COVE AT UPSTATE INSTITUTE  
THAD MANTARO, DIRECTOR, SHAW WELLNESS INSTITUTE AT COLGATE UNIVERSITY  
KARLA LOVEALL, COMMUNITY DEVELOPMENT COORDINATOR, CAP  
DICK CHESHIRE, LIFELONG LEARNING PROGRAM AT COLGATE UNIVERSITY  
DOROTHY WILLSEY, PRESIDENT, NATIONAL ABOLITION HALL OF FAME  
ELLEN KRALY, PROFESSOR, COMMUNITY BOARD MEMBER, UPSTATE INSTITUTE  
CHRIS ROSSI, COMMUNITY BOARD MEMBER, UPSTATE INSTITUTE  
HARVEY L. KLIMAN, COMMUNITY BOARD MEMBER, UPSTATE INSTITUTE  
DIANE POTTER, CMH, COMMUNITY BOARD MEMBER, UPSTATE INSTITUTE

## **MADISON COUNTY PUBLIC HEALTH SERVICES COMMITTEE**

John Salka called the Public Health Committee meeting to order at 5:25 p.m. indicating that there was a quorum for the Public Health Services Committee.

The Public Health Services Committee reviewed the March minutes. Motion to approve the minutes was made by Alex Stepanski, seconded by Lew Carinci and approved by all.

### **Resolutions:**

- A. Modifying agreement with Health Foundation for Western and Central New York for the Ready or Not Here it Comes Grant was made by Lew Carinci seconded by Alex Stepanski and approved by all.
- B. Authorizing the Chairman to modify an agreement with Lanpher's Transport, Inc. to transport children to New York School for the Deaf was made by Lew Carinci seconded by Alex Stepanski and approved by all.
- C. Entering an agreement with New Beginnings Community Church for Point of Dispensing (POD) Site was made by Alex Stepanski seconded by Lew Carinci and approved by all.
- D. Amending an agreement with Health Research, Inc. for the Public Health Preparedness Grant and modifying the 2013 County budget was made by Alex Stepanski seconded by Lew Carinci and approved by all.
- E. Accepting grant funds from the Oswego County Soil and Water Conservation District (SWCD) to assist with mosquito education and modifying the 2013 budget was made by Alex Stepanski seconded by Lew Carinci and approved by all.

### **CHA Consulting Contract:**

A 2012 contract agreement with CHA Consulting, Inc. was never signed due to the company's concern over the revised hold harmless clause from their previous contract. The company provided proposed changes to the hold harmless language that they would be comfortable signing. Our County Attorney's office stands by their existing language but will accept the decision of this Committee. The Committee was provided will a copy of the proposed changes for their review.

Geoff stated that the contract issue needs to be resolved before we can pay for services already rendered, in addition to utilizing CHA Consulting, Inc. for other pending realty subdivision work. Although there are other agencies that could provide this service, CHA Consulting is comfortable with our review process and provides timely results, resulting in less expense overall. The company's rates were approved in a December 2012 resolution.

John Salka recommended drafting a resolution amending CHA Consulting's agreement with their requested changes to the hold harmless contract language. Alex Stepanski made a motion to approve the resolution. Lew Carinci seconded the motion and it was approved by all.

### **Hydrofracking:**

John Salka stated that there is nothing new to report at this time.

The Health Department's Disease Specialist has prepared a presentation on *High-Volume Horizontal Hydraulic Fracturing (HVHF): Literature Survey and Analysis of Data Sources* that she will present to this Committee next month.

**Corporate Compliance:**

This Committee was provided the April 2013 Board of Supervisors Corporate Compliance Report, Annual Work Plan Status Report, and 2013 Corporate Compliance Meeting Schedule for their review.

**LGPEP/Rural Health Network Proposal:**

Eric drafted a proposal to the Madison County Board of Supervisors on behalf of the Madison County Rural Health Council (MCRHC) seeking their approval to use a portion of the \$1.6 million funds awarded to the county from the NYS Local Government Performance Efficiency Program (LGPEP) to provide initial funds for the Madison County Rural Health Council for a period of three years at \$120,000 per year. These funds would be used to provide staffing for the MCRHC and the time needed to get established.

MCRHC will pursue opportunities to secure funding from sources other than Madison County to continue the project, including a HRSA Rural Health Network Development program grant that will be announced in the fall of 2013. This is a three year grant program with individual grant awards limited to a maximum of \$180,000 per year. The MCRHC will also use the next three years to develop lines of business that bring in revenue to support the organization.

Eric stated that the LGPEP funds have not been released to the County yet, but should be received shortly after the anticipated press release. In the meantime, the MCRHC has elected officers for the Board of Directors and will be recruiting additional members at a May event, established By Laws and policies and procedures, filed the Articles of Incorporation for the establishment of a 501c3 entity with the State, and is currently drafting their business plan. The MCRHC will be looking to hire an Executive Director with strong grant writing skills. The goal is to establish a sustainable organization that is not dependent on one, but several, revenue sources.

John Salka stated that the MCRHC will be a catalyst for collaboration that is needed under the Affordable Care Act. This initial funding would be an investment by the Board of Supervisors into the health care of Madison County and save the taxpayers money in the long run. In addition, the funds being requested is from money that was generated by the Health Department's LGPEP grant application. He supports the proposal.

Julie Dale, a member of the MCRHC, stated that a paid employee is needed at the helm to get the organization off the ground.

Paul Scopac, President of the MCRHC, stated that there is no entity like this locally. We need a formal structure to make things happen.

John Salka recommended bringing the proposal to the May meeting of the Committee of the Whole for consideration. With their blessing, a formal resolution will be drafted for approval in June.

**Trail Maps Recognized**

An article on the Madison County Trail Maps Project was included in the Spring 2013 Plank Road Magazine.

Public Health Committee adjourned at 6:05 p.m.

## **MADISON COUNTY BOARD OF HEALTH**

John Salka called the Board of Health Meeting to order at 7:03 p.m. indicating that there was a quorum for the Board of Health meeting.

The Board of Health Committee reviewed the March minutes. Motion to approve the minutes was made by Maggie Argentine, seconded by Rachel Elder and approved by all.

### **Record of Claims:**

Kelly Golley distributed the Record of Claims for review and approval. Motion to approve was made by John Salka, seconded by Jennifer Meyers and approved by all. John Endres signed for approval.

### **Joint Discussion with Upstate Institute:**

The Board of Health held their meeting at Merrill House on the Colgate University campus and invited members of the Community Board of the Upstate Institute and the Max Shacknai Center for Outreach, Volunteerism and Education (COVE). The purpose of the joint meeting was to identify opportunities for collaboration on key public health issues in Madison County.

Bruce Selleck and John Endres gave brief overviews of the Upstate Institute and Board of Health, respectively. Introductions were made and John Salka thanked Colgate University for hosting the event.

This event will be the first in a series of Madison County Board of Health meetings that will take place in various locations across the county with other community organizations in an effort to promote collaboration and build awareness about the state of health initiatives in the county. The mission of the Madison County Board of Health is to guide, advocate, and collaborate to ensure the essential public health services are provided to residents of Madison County. In recent months, the Board has considered initiatives dealing with:

- Childhood obesity
- Tobacco use with a primary focus on youth
- Access to primary and preventive care services for medical, dental and behavioral health care.
- Healthy housing
- Healthy workforce
- Smart Growth and healthy community design
- Environmental health tracking system and the establishment of indicators for the community
- Establishment of a Rural Health Network
- Comprehensive community health assessment using a life stage model

Bruce Selleck stated that there are mental health issues throughout the County at all life stages. One of the biggest problems is identifying those that need services and getting them into the system. In children, how do we get parents to recognize the need for services? In the poor, how do we get them there? Madison County's non-

mandated ADAPT Program is currently being privatized to FCS in Cortland. Cost is the driving factor as County employee fringe costs are much higher than FCS's employee fringe costs, allowing them to provide the same or better service at a lower cost. Colgate University has a counseling center but the services are limited, as they are throughout Madison County; higher levels of care are referred to Syracuse or Utica.

John Salka stated that public transportation is always an issue in rural communities and one of the biggest issues in access to health care in Madison County. Transportation is needed to get to medical appointments. Madison County is cutting funding to their Transit System at the end of June. With Medicaid mandates and tax caps, it is difficult for the County to financially meet the transportation needs. The Colgate Cruiser System on Colgate campus can be utilized by the public within the village, but only runs during the semesters.

Eric identified health literacy is another big issue. Many people need help to understand their illness, diagnosis, physician, and prescriptions.

John Salka stated that the biggest threat to health care is the Affordable Care Act as there is much still unknown.

Eric stated that funds received from HRSA's Rural Health Network Development Planning Grant Program are going toward the establishment of a Madison County Rural Health Council (MCRHC) with the following objectives:

- Ensure access to quality primary preventative care (medical, dental and behavioral) at a local level
- Create infrastructure for the centralized chronic disease management with collaboration from other networks
- Manage data through collaborative efforts to improve the health of county residents
- Implement stable organizational and financial plans that ensure the network's sustainability including a mix of funding sources

The MCRHC has elected officers for the Board of Directors and will be recruiting additional board members, established By Laws and policies and procedures, filed the Articles of Incorporation for the establishment of a 501c3 entity with the State, and are in the process drafting their business plan. They are currently looking for funds to hire staff and ways to bring in funds by providing services for a fee. The goal is to establish a sustainable organization that can address the transportation issues, increase primary preventive care, therapy and rehabilitation services locally while providing economic benefit to providers and the community.

Collaboration between the Board of Health and Colgate University would provide research projects for students, data sharing and analysis, and the collection of county-wide indicators that will have a positive impact on the public health issues in Madison County. The expertise of the Colgate faculty is also a great resource to be shared.

Ellen Kraly stated that the University collects a lot of great research project information that is not shared outside of the University. They are currently looking at systems that

would provide public access to the project information collected. Project lead time planning is very important for each semester; the curriculum for summer projects begins to be structured in early February, and they are already in the process of planning for the fall.

Bruce Selleck stated that although Colgate is a liberal arts institution, there is a tremendous interest in public health. Sustainability and environmental health are also addressed on campus and need a local focus. Senior thesis program requirements are often driven by faculty interests. Last summer, a Colgate student interned with the Health Department to do an assessment of children's menus in Madison County restaurants to see what is on the menus, assess the health of the menus, and identify barriers and possible solutions to offering healthy food options for children. As part two of the project, we could focus on parents to get them to recognize the issue and empower them to demand healthier food options on children's menus.

Maggie shared her involvement as Program Manager for the "Fit Kids in Madison County" program. Madison County Health Department, Oneida Healthcare, Argentine Health Partners, and the YMCA are working together on this program to reduce childhood obesity in Madison County. It is a 12 week pilot program of fitness and nutrition education for 9 children between the ages of 8 and 14 that have been identified and referred by their healthcare providers. The program will provide nutritional counseling and fitness support for the children and their families. While she would like to see the program expand throughout the county, transportation is a barrier. We need an evidenced-based approach, networking and collaboration to make progress.

Colleen Nassimos stated that many students are interested in the childhood obesity issue. With the help of the Board of Health, we need to get them to think rurally.

Ellen Kraly stated that she can easily match faculty with specific research topics, particularly if the data is available to analyze. Eric stated that extensive data has been collected by depth of services and continuity of care across all life stages through our Community Health Assessment.

As Director of the Shaw Wellness Institute at Colgate, Thad Mantaro, stated that he has funds available to support projects that make students aware of their own health and community health.

Bruce Selleck would like to see drinking water quality at the top of the issue list. In rural counties, many are dependent on private wells and septic systems. It is difficult to convince them to get their water tested due to privacy concerns.

Geoff stated that the Center for Disease Control and Prevention (CDC) has developed a National Environmental Public Health Tracking Network which provides data and resources at the national, state, and local levels. Eric noted the NACCHO's Summary Report on the CDC's tracking system discusses the barriers encountered by local health departments in applying tracking resources to drive community health outcomes. Collaborating with Colgate Upstate Institute could further engage use of these tracking

resources and improve access to local data useful to our community health assessment efforts.

Geoff stated that the Environmental Health Division collects extensive surveillance data (i.e. EEE/West Nile Virus, radon, recreational water quality), but lacks the time and resources to analyze it. Student projects could analyze the data with the potential of developing early alerting systems.

With government trimming, there will be more dependence on faith-based and community-based outreach. Eric recommended using asset mapping to map out and tap into our community resources, such as RSVP, Seniors Helping Seniors, faith-based services, and volunteers/retired professionals.

Subgroups will be created to collaborate on student research projects that address the following issues:

- Childhood obesity
- Environmental health tracking

Points of contact:

- Colgate – Bruce Selleck and Ellen Kraly
- Board of Health – Eric Faisst

Eric will work with Julie and Bruce to coordinate the meetings and plan the agendas. Julie, Bruce, and Colleen will frame out the projects.

## **REPORTS:**

Division and Medical Director reports were submitted prior to the meeting for review.

## **Director's Activities**

### Healthy Care

- We received news that our application for grant funds from The NYS Office of Rural Health was not approved. A conference call is set for May 6<sup>th</sup> with the NYS Office of Rural Health to discuss our application.
- Provided a progress report to HRSA project manager on our RHN grant activities. PM also informed us of a RHN grant announcement that will be issued in late summer/early fall that we may want to apply for in lieu of the NYS ORH program. The grant is entitled The Rural Health Network Development Grant Program. The legislative purpose of this grant program is to expand access to, coordinate, and improve the quality of essential health care services, and enhance the delivery of health care, in rural areas. The primary objective of this program is to assist health oriented networks in developing and maintaining sustainable networks with self-generating revenue streams. These grants support rural providers who work in formal networks to integrate administrative, clinical, technological, and financial functions. Networks should have a significant history of organizational collaboration and must have a memorandum of understanding. This program is a three year grant program with individual grant awards limited to a maximum of \$180,000 per year. The next competitive grant Request for Proposal is expected to be available in Summer/Fall 2013 for a May 1, 2014 start date.

- The RHN partner group met on April 11. They were informed that we did not receive the NYS grant and were made aware of the HRSA grant that will come out this fall. The group indicated their desire to pursue this grant. The group reviewed and approved the revised articles of incorporation based on feedback from the state on the original submitted materials. The draft policy and procedure revisions were reviewed and approved. The consultant was directed by the group begin developing the business plan based on these recent funding announcements. The group made a motion to submit a proposal to the Madison County BOS to request initial funds to support the RHN. A proposal will be sent to the PH Committee at their April 22 meeting.
- AgeNet television monitor was installed in our waiting are. Health information is being televised on the monitor for viewing.

### Healthy Environments

- *EPA Smart Growth Implementation Assistance (SGIA)*: Our Madison County team reviewed the draft tool and provided comment and feedback to EPA and the Consultant.

### *Health Promotion*

- Healthy Homes - Essentials for Healthy Homes Practitioners Course – to be presented here at the Madison County DOH on April 24 and 25.
- Injury Prevention: A display and presentation material are being developed for the upcoming Health and Wellness Fair for Older Adults put on by the Community Resources for Independent Seniors (CRIS) in May. In addition, the Health Division contacted local agencies representing Older Adults for input into the display. (TENTATIVE-research in progress) A professional display for prevention of slips, trips, and falls in the home will developed and made available for use by other agencies upon request.
- DSR Report-Constant Contact purchased and being beta tested to send out reports in future. Using Constant Contact will improve our ability to get out our emails, get people signed up, and keep the list current, and allow for anyone to be able to send out easier to a designated list in a pinch. In addition, hopefully this will provide a more professional look and will look better when viewed from a mobile device. The plan will be to try it for a year, and then reassess if we want to continue using it beyond that. Email distribution lists are being updated and verified.
- Radon Action Month + - Awaiting word back from radon kit manufacturer as to levels from 18 of the 22 test kits distributed. Two more elevated test results have been received since last month and follow up with residents as to repeat testing and mitigation options have been discussed with each.
- Updating data for Testing Firms for Mold, Radon, Lead and Asbestos information for residents.
- Healthy Communities Press Release for 4/25 on Drinking Water Week including information on Pharmaceuticals and Personal Care Products (PPCPs) and Safe Pill Take Back on 4/27 in MC.
- Spring Community Health Newsletter: included immunization information and updates; current VIS sheets, and vaccinating for healthy teens. Also included information on lead poisoning prevention, health literacy and the upcoming tick season.

- NIIW Bookmarks designed and distributed: In celebration of NIIW, bookmarks were sent to public libraries throughout the county to help remind parents of the importance of immunization. MCDOH immunization clinic dates are printed on the back. These will be offered to library patrons throughout the month of April. Also available outside of the DMV office and in the DOH waiting area.
- Healthy Communities Article: Protect your Children by Vaccinating on Time
- Staff Trainings received:
  - Social Media for Emergency Response and Recovery
  - Pivot Table Training
  - CDC's Selected Zoonotic Diseases Conference Call - Zoonotic Disease Risks of Companion Animals; Rift Valley Fever Virus Vaccine; Update on Lyme Disease Diagnostics
  - The Problem of Bed Bugs for Health Departments
  - Looking Ahead to the Next Flu Season: Vaccine Options and Messages
- Certified Child Passenger Safety Technician Training: Twenty-three staff from twelve organizations across Madison, Oneida, and Onondaga Counties attended a four-day National Child Passenger Safety Certified Training Course April 9-12 at New York State Police Troop D Headquarters in Oneida. As part of the Safe Kids Upstate NY Coalition, Health Promotion staff helped coordinate and promote the training. In addition to presenting to the class on how to organize and staff a car seat check, Health Promotion staff also coordinated and promoted the event held at Nye Ford on the final day of training to give new technicians hands on experience working with parents and children. Twelve car seats were checked and five unsafe or inappropriate seats were replaced. As a result of this training, Madison County now has three additional car seat technicians who can check seats at events.
- Governor's Traffic Safety Committee Car Seat Distribution Program Report: The mid-year report was submitted to the Governor's Traffic Safety Committee on April 4. Thirty-eight seats were distributed, 20 from the Health Department and 18 from Community Action Partnership in Morrisville from October 1, 2012-March 31, 2013.
- Professional Development for Childhood Obesity Prevention: The registration flyer for the workshop "Helping Families Make Healthy Choices - One Choice at a Time" to be held on June 11th from 1:00-4:00 pm at the Madison County Health Department was emailed to organizations who serve families with young children. The training is intended to help staff learn techniques to empower and motivate families to make healthy choices relative to healthy eating and physical activity. Eighteen people have signed up to date.
- Breastfeeding Friendly Childcare Centers: Health Promotion staff continue to work with the six childcare centers in the county who have infant rooms as they complete their staff training and policies to apply for the Breastfeeding Friendly Childcare Center designation that is available to centers with Child and Adult Care Food Program (CACFP) through NYS DOH. The department anticipates that this project will be completed in May and will promote the results in the press.
- The Business Case for Breastfeeding: Two Health Department staff joined five staff from WIC, CAP, and Oneida Healthcare Center in a Business Case for Breastfeeding training provided by REACH CNY on April 16th. The next step is to identify and research worksites to approach on becoming breastfeeding friendly and discuss why supporting breastfeeding at work is good for their bottom line.

- **Bike Helmet Giveaway:** The bike helmet giveaway held in conjunction with Morrisville State College's annual Screen-Free Week event on May 2nd from 6-8 pm at the college's Recreation Center.
- **Eating Well with Diabetes:** The Spring Eating Well with Diabetes Program kicked off at Madison Lane Apartments in Hamilton April 16th. The class is full with 14 participants.

### *Emergency Preparedness*

- **Social Media for Disaster Response and Recovery:** Presentation was developed and provided to Health Promotion staff. A second presentation is scheduled for the NYSDOH Crisis and Emergency Risk Communication (CERC) Workgroup online meeting in May. The CERC Workgroup is represented by various state, county, and healthcare entities in NYS.
- **Medical Reserve Corps:** Annual Training and Recruitment Day held on April 9th. Four new volunteers were recruited and completed their start-up training to receive status as active members. Based on existing volunteer training completions over the past two years only, being very conservative, and 15 medical and 15 non-medical volunteers could be activated to assist in a POD or other Health Emergency. (The actual number of volunteers for Madison County is almost double this, however not all volunteers may be active or may not have completed required trainings.) Working with the Coordinator of the CNYMRC to put together an upcoming list of activities volunteers can participate in to stay active and involved. The next upcoming volunteer activity will be on May 18th at the Rabies Vaccination clinic where two volunteers will talk to pet owners about Pet Preparedness.
- **POD Surveys Updates:** The MCDOH POD Security Survey was updated. Updates to the survey indicate the ability for the Health Department to increase POD throughput time using pre-registration functionality. In combination with completed of the Baseline data survey, the Health Department estimates based on the average household size of 2.46 and a head-of-household policy (6 regimens per head-of-household) in effect for dispensing, the number of people expected to attend the POD would be approximately 28,254. This would require a POD throughput of 589 per hour in 48 hours of operation. The primary barrier for success to meet a 48 continual operational window is the capacity to maintain the 48 hours of core management, primary and backup staffing to achieve the identified throughput.
- **MOU for POD Site:** MOU with New Beginnings Community Church was drafted and review by the PHD, County Attorney's Office and Insurance agents and submitted to the Church for their review. Once the draft is finalized and signed by the BOS Chairman, it will be the Departments first written agreement for one of its POD sites. It will then be used as a template for other designated POD sites.
- **First Healthcare Coalition Meeting:** Staff attended the east sub-region's first healthcare coalition meeting, coordinated by NYSDOH Emergency Preparedness Regional Representatives. The core focus of the coalitions is to integrate and coordinate Emergency Support Function (ESF)-8 activities as they apply to healthcare and public health emergency planning and response. Our participation meets a deliverable as part of the cooperative agreement for the Emergency Preparedness Grant.

### *MADISON COUNTY*

- Attend Department Head meeting
- Met with County Administrator Re: performance evaluation

*Corporate Compliance Committee*

- Report provided separately

**Environmental Report:**

Refer to the report.

**Prevent Update:**

Refer to the report.

**EI/Pre-K Update:**

Refer to the report.

**County:**

Nothing to report.

**City of Oneida:**

Nothing to report.

**Medical Director:**

Refer to the report.

**President:**

Nothing to report.

**OLD BUSINESS:**

Nothing to report.

**NEW BUSINESS:**

Nothing to report

Board of Health meeting adjourned at 8:30 p.m.

Next Meeting: Monday, May 20, 2013

COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL  
AND INTERGOVERNMENTAL AFFAIRS  
MEETING MINUTES

April 30, 2013 – 9:00 A.M.- Supervisors' Large Conference Room

PRESENT:

Native American Affairs Committee: **Rocco. DiVeronica**, John Reinhardt, Scott Henderson (9:27) and James Rafte.

Planning Committee: **Ralph Monforte**, Russell Cary, *James Rafte* , Eve Ann Shwartz(9:08)

Solid Waste & Recycling Committee: **James Goldstein** , *Scott Henderson*, Darrin Ball, and *James Rafte*.

Absent: David Coye Alex Stepanski and Priscilla Suits.

Supervisors: John Becker

County Staff : Sharon Driscoll, Russ Hammond, Kipp Hicks, Scott Ingmire, Mark Scimone, Gwen Williamson and Jim Zecca

Additional Present: William Buchan and John Condino

Meeting called to order at 9:00A.M. by James Goldstein.

William Buchan reviewed the Madison County ARE Park Final Generic Environmental Impact Statement Timeline.

John Condino explained that there are two main steps to complete; the final FGEIS (which is extremely close to being finished) and the Findings Statement (which would end the SEQR process).

There is a minimum of 10 days between the approval of the FGEIS and the approval of the Findings Statement. The four-month statute of limitations begins upon approval of the Findings Statement.

The Committees unanimously entered into executive session for the purpose of "Advice of Council" on a **MOTION** by Ball and seconded by Cary. 9:10 A.M.

The Committees came out of executive session at 10:00 A.M.

Let it be recorded that the Joint Committee has consensus on the preparation of resolutions according to the reviewed FGEIS Timeline noted above.

At 10:01 A.M., the Joint Committee disbanded and each individual committee continued to meet separately as needed.

Respectfully submitted: Gwen Williamson

COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL  
AND INTERGOVERNMENTAL AFFAIRS  
MEETING MINUTES

April 30, 2013 – 10:03 A.M.- Bd. Of Supervisor Chairman's office.

**PRESENT:**

Committee: **Ralph Monforte**, Russell Cary, James Rafte, Eve Ann Shwartz.

Absent: Priscilla Suits.

County Staff: Scott Ingmire, Mark Scimone, and Gwen Williamson

Additional Present: Kipp Hicks, Becky Marsala, and Thomas Reichel

Press:

Meeting called to order at 10:03A.M. by Monforte.

The Committee authorized a resolution creating one temporary full-time position in the Planning Department for the Aquatic Vegetation Harvesting Program and modifying the 2013 County Budget on a MOTION by Rafte and seconded by Cary. 10:04 A.M. 4/0/0.

The Committee approved a resolution authorizing the modification of the 2013 County budget regarding Pump Building project at MC Parks on a MOTION by Cary and seconded by Shwartz. 10:05 A.M. 4/0/0.

The Committee approved a resolution authorizing an AmeriCorps intern in the Planning and Workforce Development Department on a MOTION by Shwartz and seconded by Rafte. 10:09 A.M. 4/0/0.

Scott Ingmire notified the Committee that the question and answer sessions have begun for the second round of Solarize Madison. He noted that the project is starting off very strong with several people signing up for assessments even prior to the sessions.

The meeting was adjourned on a MOTION by Cary and seconded by Rafte. 10:11 A.M

Respectfully submitted : Gwen Williamson



Dept. of Solid Waste & Sanitation  
 PO Box 27, Wampsville, NY 13163  
 SHARON A. DRISCOLL,  
 Recycling Coordinator/Media Director  
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**Joint Solid Waste & Recycling Committee Meeting with  
 The Planning Dept. & Native American Affairs Committee  
 April 30, 2013  
*Approved minutes from March 19, 2013***

A joint meeting of the Dept. of Solid Waste and Sanitation, Planning Dept. and Native American Affairs committee was called to order at 9:00 a.m. by Chairman James Goldstein.

*Those present from the Dept. of Solid Waste were Chairman Goldstein, Director James Zecca and supervisors Darrin Ball, Jim Rafte, Scott Henderson. Others present were: Board of Supervisor Chairman John Becker, Administrative Assistant Mark Scimone, and Supervisor for the Town of Cazenovia Ralph Montfort, Supervisor for the Town of Hamilton Eve Ann Schwartz Supervisor for the Town of Fenner Russ Cary, and Supervisor for the Town of Lenox Rocco DiVeronica. Others included Operations Manager for the County Landfill Russ Hammond, Director of the Planning Dept. Scott Ingmire, Secretary Gwen Williamson, John Condino of Barton & Loguidice, Landfill Attorney Bill Buchan, IDA Director Kipp Hicks, John City of Oneida, Recycling Coordinator and Media Director Sharon Driscoll.*

**Approve Solid Waste Minutes from 3/19/13:**

**Motion** by S. Henderson to approve the 3/19/13 Dept. of Solid Waste & Sanitation meeting minutes seconded by D. Ball and approved.

**Madison County ARE Park:**

Landfill Attorney Buchan provided those present with a final generic environmental Impact statement timeline. He indicated that May 20, 2013 was the goal to present to the Board of Supervisors.

He is hoping for final approval from the Board of Supervisors during the July 2013 meeting. However, this schedule is subject to change – “there are lots of cooks in kitchen.” Attorney Buchan told those

present that there are many items left to be done, but said that Nixon Peabody has been extremely helpful and has helped pull everything together.

J. Condino reported that there are two packages – 1<sup>st</sup> FGEIS extremely close – Nixon Peabody gave us their final input during a conference call this week. We also received final input from Archeologist Nicky Waters. – has to go through final Q&A/QC the week of June 10 with Nixon Peabody, Barton and Loguidice and the County staff.

2<sup>nd</sup> – The Environmental impact statement will be published to other agencies who are interested, including the Oneida Indian Nation.

If all goes smoothly the Dept. of Solid Waste should be free to begin development in July.

Buchan stressed that the finding statement is the County's rationale for everything.

### Proposed Water District in Town of Lincoln:

**Motion** by D. Ball to enter into executive session to discuss the legalities of the proposed water district in the Town of Lincoln with legal counsel seconded by R. Cary.

**Motion** by S. Henderson to come out of executive session seconded by J. Rafte.

Move on to SW Committee meeting –

### Village of Canastota bio-solids Update:

J. Zecca reported that several weeks ago there was a meeting with the Mayor of Canastota, Village Manager Larry Carpenter, Chairman James Goldstein, Director Zecca, Solid Waste Committee member Scott Henderson, Lenox Supervisor Rocco DiVeronica, Attorney Bill Buchan and Operations Manager Russ Hammond regarding a bio-solid agreement between the Dept. of Solid Waste and the Village of Canastota.

The offer on the table from the village is an annual payment of \$40,000 to the County for disposal of bio-solids with the Village transporting the bio-solids. The Village would be the backup for the Solid Waste Dept. if they need an alternate location to take landfill leachate. However, the Village Board has yet to vote on this agreement. Director Zecca recommended that the County stay with the alternate locations now in place in the City of Rome along with the Village of Canastota.

S. Henderson noted that the addition of bio-solids from the Village of Canastota will help to increase methane production for the gas-to-energy facility.

Director Zecca explained that the Department would be accepting a lesser fee from the Village of Canastota than that charged to others as they have agreed to act as a backup for leachate disposal. Zecca also agreed with Henderson that 2,500 tons of bio-solids per year would help increase landfill

methane production. The agreement between the Village of Canastota and the County would eliminate the current practice of land applying the bio-solids in the surrounding Town of Lenox.

The County and the Village declare it to be in their mutual interest to enter into this inter-municipal agreement pursuant to Article 5G of the New York State General Municipal Law to provide a) that the Village will act as a backup STP for the treatment of leachate and b) the county will in turn provide bio-solids disposal services to the Village.

**Motion** by Board of Supervisor Chairman John Becker to move forward with the proposed agreement of \$40,000 per year for disposal of the Village of Canastota's bio-solids; the Village is responsible for transporting the bio-solids to the Buyea Rd. Landfill site in the Town of Lincoln and the Village STP will provide Madison County with backup leachate disposal capacity (on an as needed basis) without a fee for a period of 21 days per year and after such time at a rate of two cents (\$0.02) per gallon; contract beginning June 1, 2013 through May 30, 2028 second by S. Henderson and approved contingent on the Village of Canastota Trustees and the Board of Supervisors approval.

### AG Plastic Update –

Director Zecca reported that Troy Boglin, an official from JBI Inc. of Niagara Falls, came to the Buyea Rd. Landfill to inspect the AG and rigid plastic. Zecca said the representative was pleased with material. The next step is to schedule a shipping date. JBI is working at upgrading their process. The new plant is purported to be able to handle one million pounds of material a month. "Our material will be shipped to Canada to be chipped, explained Zecca. The next phase for JBI Inc. is to build a plant in Jacksonville, FL. The third step in JBI's plan is to consider building a plant in Madison County.

Director Zecca said, JBI's recent advertisements acknowledge Madison County as a partner. We have had lots of interest in the AG Plastic Pilot project from neighboring counties.

Director Zecca recently had a discussion with Lois Leviton of the Cornell Cooperative Extensions. Her program will end in August 2013. Apparently, there is money that has not been spent. Leviton's plan is to funnel some of that money towards Madison County to promote the AG Plastic Recycling Pilot project.

### Solar Liberty Proposal –

Director Zecca reported the County's desire to expand the solar program. There was a conference call to that end on April 29, 2013. "I believe this could be beneficial to the Dept. of Solid Waste and the County."

He talked about a Power purchase agreement saying Solar Liberty's proposal is that they purchase a system "we agree to buy the electricity at \$.05 cents per KWH with no delivery charge -- our cost is zero. After 15 years the system is removed or the County purchases it from Solar Liberty.

Grants, tax credits and renewable energy credits would belong to them. The key here is \$.05 cents flat rate – this rate does not escalate during the 15 year period.

Question J. Goldstein about the system. It is a 5 to 50 kWh system.

The County would be obligated to buy power for 15 years. The power is net metered. Net metering is straight forward – if you don't use it, it spins the meter backwards. Essentially, you are using less power from National Grid and at the end of the year the County would only use as much power as needed at .05 cents per kWh.

Attorney Buchan said that ideally the system must be designed correctly to meet the County's load requirements.

The County has asked this company for a proposal – power purchase agreement.

This system could be a benefit to businesses that are considering establishing or relocating their facilities to Madison County's proposed ARE Park. For a normal size industry hooking up to power for \$.05 per kWh can be attractive.

J. Becker noted that the County has a Public Utilities committee that should be consulted about this project. "This could be a huge savings to the County."

Director Zecca noted that this company has worked with Tompkins County. He will contact them. A proposal will be put together and referred to the Utilities Committee.

### Spring Water Farms –

Director Zecca reported that Spring Water Farms has requested a five year extension to their land leases with the County..

Attorney Buchan explained that the County could not back out of the current three year contract. However, it would be possible to end the current contract by mutual agreement and make a new contract. Buchan added that County law gives the department the right to contract for 5 years. Someone will have to reach out to E. James Mason to advise him of the steps that must be taken to end the current contract and put a 5 year contract out for rebid.

### Recyclables –

Chairman Becker asked the Solid Waste Committee to consider modifying the Solid Waste Local Law to keep all recyclables in the County. He explained that he had assumed that everything (garbage and recyclables) were Flow Controlled in Madison County.

Attorney Buchan reported that the department and the Solid Waste Committee has plans to make recommendations to the current local law.

Chairman Goldstein commented that if the County was to establish a plastic to oil facility at the Buyea Rd. Landfill site "we will want all recyclables to stay here in Madison County."

"We need to look at a cost benefit analysis," said S. Henderson.

### Superior Waste Removal –

Superior Waste Removal signed an agreement that they bring us everything – trash and recyclables, but they are not doing that. They are in breach of contract. Superior has been put on notice that their contract will end if they don't bring us all of the solid waste and recyclables they collect.

Director Zecca recommends that if the company does not get back to him by end of week the contract will be terminated.

Motion by S. Henderson to terminate Superior Waste Removal's contract if they do not start bringing recyclables to Madison County seconded by J. Rafte and approved.

### Upstate Lab Update –

Since Upstate Lab is no longer in business, a second quarterly round of sampling and testing needs to be done as soon as possible. B&L Engineer John Benson and A&P Labs will be doing the quarterly sampling in May. B&L will evaluate the Labs and have this round done by a competent lab. We will be requiring lab quotes for the work that needs to be done for the remainder of the year.

### Crouse Construction contaminated soil --

Crouse Construction took in contaminated soil material (landfill cover) – did not go through one of our haulers. According to Director Zecca they were billed too much. He recommended giving them the soil cover material rate of \$22: a one shot deal as they are not one of our cover material contractors. All of the testing has been done and approved for disposal to our site.

**Motion** by S. Henderson to give Crouse Construction the cover material rate of \$22 a ton (a onetime deal) seconded by J. Rafte and approved.

### Alternative landfill cover –

Director Zecca reported on alternative landfill cover; paper mill waste. He said he still had to get all of paper work stating that the material is clean and wanted to get a bottom line number from the committee. The committee debated what the rate should be saying it should not go below \$7. J. Goldstein, however felt it should be \$8 a ton but would agree to accept \$7.

**Motion** by J. Goldstein to move forward with the contract for alternative landfill cover material from Syracuse Fiber at \$8 a ton seconded by J. Rafté and approved.

### Operations manager position update –

A new duty statement will be prepared as it relates to Operations Manager Russ Hammond's position.

The committee talked about all of the work that will be done in next 5 to 10 years; especially, new cells that normally go out to bid from start to finish. Director Zecca indicated that the Dept. of Solid waste is proposing to do a lot of the construction work (earth moving) and construction management for cells 8 and 9 in house.

R. Hammond would be the Clerk of the Works. Director Zecca asked B&L to look at the costs. They reported doing the work in house represents an overall savings of between \$180,000 and \$270,000 per year for landfill cell construction.

Director Zecca indicated that he would like to add a few new duties to Mr. Hammond's duty statement such as Field Inspection. (See attachment #1 from Chad Hutton) for engineers.

Hutton's report notes that the services of a Field Inspector generally range from \$75 to \$96 per hour depending on experience. Hutton wrote, "Equating back to an hourly savings would be between \$37.50 and \$48.00 per hour (compared to a private consultant).

More hours involved in this – he would be available to be there

Personnel did survey but missed information regarding the fact that these positions are based on hourly pay. The Personnel Dept. only received information on basic salary. People in Mr. Hammond's position generally make \$70,000 to \$80,000, which includes their overtime pay. "We don't pay overtime," said Director Zecca.

The work being done by Mr. Hammond and his crew constitutes a construction operation. R. Hammond is not asking for a raise. He is asking that he be paid for the hours he works. The committee is asking that R. Hammond be given an hourly rate with overtime for his position. Other Counties do. Fulton County has the best example according to the Director.

Engineering companies just pay straight time. They don't get time and a half.

**Motion** by S. Henderson to determine what Operations Manager Russ Hammond's hourly rate should be and change his work description and pay structure to reflect an hourly rate with overtime to be paid at a straight hourly rate second by J. Rafté and approved.

**Note:** This recommendation will be forwarded to the Personnel Department and then to the Government Operations Committee for approval.

### Take Back Pill Program --

S. Driscoll reported that the April 27, 2013 Pill Take Back program took in 1,740 pounds of medication; an all-time record for a one day collection. The County has offered this program since September of 2009 and the total collected for that period was 1,158.7 pounds. "We are pleased that proper disposal of medications has residents are

### Next Meeting --

The next meeting of the Solid Waste and Recycling Committee will be held at 9 a.m. Tuesday May 21 in the Supervisor's Conference room on the second floor of the County Office Bldg. in Wampsville, NY.

### Adjourn Meeting --

**Motion** by S. Henderson to adjourn the Solid Waste and Recycling Committee second by J. Rafte and approved.

Respectfully submitted by Sharon A. Driscoll for Director James A. Zecca



**MINUTES**  
**FINANCE, WAYS AND MEANS COMMITTEE**  
**May 2, 2013**

Present:

Committee:

J. Reinhardt, R. Bargabos, R. Bono, P. Suits

Supervisors:

D. Degear, R. Monforte, J. Rafte

County Staff:

C. Edick, S. Ingmire, S. Makarchuk, D. Roe, M. Scimone,  
S. Trexler, D. Wilson

Absent:

R. Cary

A quorum being present, J. Reinhardt called the meeting to order at 9:50 a.m.

I. Approval of Minutes

Motion by P. Suits to approve the minutes of the March 28, 2013 meeting; second by R. Bono. Motion unanimously approved.

II. County Clerk

There was a request to create and fund two (2) part-time DMV Representative/Recording Clerk positions to float between the Motor Vehicle and Recording Divisions as needed. Following discussion, there was a motion made by R. Bargabos to create and fund one (1) of the part-time positions requested with \$10,000 from the Contingent Fund; second by R. Bono. Motion unanimously approved.

III. Treasurer's Reports

C. Edick reviewed an Analysis of Sales Tax Receipts, Analysis of Off-Track Betting Revenue, Analysis of Local Vehicle Use Tax Revenue, and Medical and Prescription Claims Payments. She also distributed and reviewed selected General Fund financial information as of December 31, 2012.

IV. Resolutions

1. Authorizing the Modification of the 2013 Adopted County Budget – Motion by R. Bargabos to approve the resolution; second by R. Bono. Motion unanimously approved.
2. Accepting Grant Funds from Oswego County Soil and Water District (SWCD) to Assist with Mosquito Education and Modifying the 2013 Budget – Motion by R. Bargabos to approve the resolution; second by P. Suits. Motion unanimously approved.
3. Modifying a Management Agreement with Family Counseling Services of Cortland County Inc. to Provide Administrative Oversight and Chemical Dependency Treatment Services and Modifying the 2013 Adopted Budget – Motion by R. Bono to approve the resolution; second by P. Suits. Motion unanimously approved.

4. Authorizing the Chairman to Enter Into Agreements with Agencies to Provide Youth Services and to Modify the 2013 Adopted County Budget – Motion by P. Suits to approve the resolution; second by R. Bono. Motion unanimously approved.
5. Approval – Mortgage Tax Report - Motion by R. Bono to approve the resolution; second by P. Suits. Motion unanimously approved.
6. Authorizing the Assistance in Defense of Assessment Review Proceedings – Motion by R. Bargabos to approve the resolution; second by R. Bono. Motion unanimously approved.
7. Authorizing the Assistance in Defense of Assessment Review Proceedings – Motion by R. Bargabos to approve the resolution; second by R. Bono. Motion unanimously approved.
8. Authorizing the Modification of the 2013 Adopted County Budget – Motion by R. Bargabos to approve the resolution; second by P. Suits. Motion unanimously approved.
9. Creating one Temporary Full-Time Position in the Planning Department for the Aquatic Vegetation Harvesting Program and Modifying the 2013 County Budget – Motion by P. Suits to approve the resolution; second by R. Bono. Motion unanimously approved.
10. Authorizing the Clerk of the Board to Sign the Home Rule Requesting the State Enact Legislation Extending the Additional One Percent (1%) Sales and Compensating Use Tax – Motion by R. Bargabos to approve the resolution; second by P. Suits. Motion unanimously approved.

V. Other Business

R. Bono made a motion to enter into executive session to discuss threatened litigation; second by R. Bargabos. Motion unanimously approved.

R. Bargabos made a motion to come out of executive session; second by R. Bono. Motion unanimously approved.

VI. Adjournment

1. The next regular meeting is scheduled for Thursday, May 30, 2013 at 9:00 a.m.
2. Motion by R. Bargabos to adjourn the meeting; second by R. Bono. Motion unanimously approved. Meeting adjourned at 11:05 a.m.

Respectfully submitted,



Cindy J. Edick  
Madison County Treasurer

# MADISON COUNTY DEPARTMENT OF PERSONNEL/CIVIL SERVICE

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## GOVERNMENT OPERATIONS COMMITTEE MEETING

May 2, 2013

### Minutes

Present: D. Ball, R. Bargabos, D. Degear, R. Monforte and J. Reinhardt

Also Present: R. Aylward, R. Bono C. Edick, L. Fisher, M. Fitzgerald, D. Hansen, A. Jones, A. Lazzara, M. O'Toole, S. Priervo, M. Scimone and E. Zehr

D. Degear called the meeting to order at 10:07 a.m.

**I. MINUTES:** Minutes from March 28, 2013 - Motion by R. Bargabos to approve the minutes from the above dated committee meeting. Second by R. Monforte. The motion was unanimously approved.

### **II. RESOLUTIONS:**

- A. Retiree Recognition - Motion by R. Monforte to approve the resolution. Second by R. Bargabos. The motion was unanimously approved.
- B. Abolishing Five Positions in the Mental Health Department - Motion by D. Ball to approve the resolution. Second by R. Monforte. The motion was unanimously approved.
- C. Authorizing the Chairman to Enter Into an Agreement with Advistor, Inc. - Motion by R. Monforte to approve the resolution. Second by R. Bargabos. The motion was unanimously approved. Discussion – D. Ball requested that consideration be given to hosting the server offsite away from campus, perhaps at the Landfill. M. Scimone will look into the feasibility and cost of this option.
- D. Authorizing the Extension of an Agreement for Interpretation and Translation Services - Motion by R. Bargabos to approve the resolution. Second by R. Monforte. The motion was unanimously approved.
- E. Creating a Temporary Vegetation Harvester Operator Position in the Planning Department and Modifying the 2013 Adopted County Budget – Motion by R. Monforte to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.
- F. Creating a Temporary Summer Youth Counselor Position in the Planning Department - Motion by R. Monforte to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.
- G. Declaring “Mayday for Mandate Relief” - Motion by R. Monforte to approve the resolution. Second by R. Bargabos. The motion was unanimously approved.

- H. Designating the Disposal of Obsolete or Surplus County Personal Property - Motion by R. Bargabos to approve the resolution. Second by R. Monforte. The motion was unanimously approved.
- I. Creating a Part-Time Position in the County Clerk's Office – Motion by J. Reinhardt to approve the resolution. Second by R. Monforte. D. Degear abstained. The motion was unanimously approved. Discussion – The committee would like this position reviewed at budget time to ensure that increased revenues are covering the cost of the position.

### **III. OTHER:**

- A. Health Insurance Matters – M. Fitzgerald presented the recommendations of the Management Health Insurance Task Force to committee members regarding potential changes to health insurance contribution levels for management employees. The committee will review the recommendations made by the task force, and have further discussion at the next committee meeting regarding the direction of Management Health Insurance. D. Degear requested that Benefits Consulting Group (BCG) keep the committee updated on how the 01/01/2014 Healthcare Reform changes will impact Madison County. C. Edick provided a quote she received from BCG to write and facilitate a RFP regarding dependent eligibility audits. The committee requested that C. Edick seek quotes from other vendors before committing to move forward with the process.
- B. Non-Represented Blue Collar Policy – E. Zehr received a request from J. Wisinski to increase the hourly rate of pay for seasonal non-represented Blue Collar titles in the Highway Department. E. Zehr provided data on past increases and revisions to this policy. The committee recommended increasing the hire rate for Laborer to \$8.50/hour, and job rate to \$9.00/hour. The committee recommended increasing the hire rate for Groundskeeper to \$10.25/hour and job rate to \$10.75/hour. Motion by R. Bargabos to increase the rates. Second by R. Monforte. The motion was unanimously approved.
- C. Verizon Cell Phones – M. Scimone notified the committee that the County's Verizon cell phone usage plan is changing and as a result of that change, the County should save approximately \$18,000 per year. Also, non-utilized phones will be taken off of the plan which will result in an additional \$4,000 in savings annually.
- D. Vacancy Report – S. Prieto presented the 2013 first quarter vacancy report to the committee. The report detailed savings from vacancies and unpaid leaves of absence for county departments.

### **IV. MOTION TO ENTER EXECUTIVE SESSION:** Motion by R. Monforte to enter Executive Session. Second by D. Ball.

Motion to exit Executive Session by J. Reinhardt. Second by D. Ball.

### **V. NEXT MEETING:** Committee Meeting: May 30, 2013 Immediately following Finance Ways & Means

Motion by R. Monforte to adjourn. Second by D. Ball.

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## **GOVERNMENT OPERATIONS COMMITTEE MEETING**

**May 14, 2013**

### Minutes

Present: D. Ball, D. Degear, R. Monforte and J. Reinhardt

Also Present: J. Becker, R. Bono, R. Bradstreet M. Bowe, R. Cary, D. Coye, R. DiVeronica,  
S. Henderson, J. Rafte, J. Salka, A. Stepanski and P. Suits

Absent: R. Bargabos

D. Degear called the meeting to order at 11:17 a.m.

#### **I. RESOLUTIONS:**

- A. Rendering Determination Pursuant to Section 75 of the Civil Service Law and Terminating the Employment of a County Employee - Motion by J. Reinhardt to approve the resolution. Second by R. Monforte. The motion was unanimously approved.
- B. In Respect to the Death of Donald H. Behr – Motion by D. Ball to approve the resolution. Second by J. Reinhardt. The motion was unanimously approved.

#### **II. NEXT MEETING:** Committee Meeting: May 30, 2013

Immediately following Finance Ways & Means

Motion by J. Reinhardt to adjourn. Second by R. Monforte.