

Present: Committee Legislators Clattenburg, Stein, Torrey and Maha. Legislators Deleo, Yunker, Hawley and Dibble attended. County Manager Matt Landers, Deputy County Manager Tammi Ferringer, County Attorney Mark Boylan, Confidential Secretary to County Attorney Paula Beck in absence of the Legislative Clerk Lisa Casey, Human Resources Director Anita Cleveland, Purchasing and Central Services Chet Kaleta, Job Development Bureau Director Teresa VanSon, Purchasing Agent Jessica O'Neil, and Public Communications and Web Design Specialist Steven Falitico.

The meeting was opened on April 3, 2024 at 4:30 p.m. Meeting location was at 7 Main Street, Old Court House in Batavia, New York. In the Legislative Conference Room.

Committee Chair Clattenburg amended the agenda to add a resolution under Job Development Bureau Director Authorization to Sign the YWCA of Genesee County, Inc. Memorandum of Understanding for Transitional Housing Grant. Legislator Maha motioned to approve the amended agenda seconded by Legislator Stein, carried.

Committee Chair Clattenburg announced a quorum was established.

Minutes of the March 20, 2024 Ways and Means Committee meeting were stand approved by the Committee Chair.

Purchasing and Central Services Chet Kaleta presented revisions to said Purchasing Policy and Procedure, setting forth updated guidelines for the purchasing functions of the County of Genesee for the year 2024. Mr. Kaleta recommended the Legislature approve the terms and contents of the revisions to the Genesee County Purchasing Policy and Procedures for the Year 2024, effective immediately. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Stein, carried unanimously.

Public Communications and Web Design Specialist Steven Falitico reported a management software called Peak Agenda was included in the Website Development, Design and Maintenance. In January 2024, after thorough testing, it was determined, additional functionality was needed for efficiency and Granicus offered an alternative solution to pivot to OneMeeting. To implement One Meeting there is a one-time, up-front cost of \$3,824.10 and an additional annual fee of \$4,337.90. Two questions were asked about the software that Mr. Falitico requested the Legislative Clerk to address. Committee Chair Clattenburg asked to table until Clerk returned and could address the two concerns (when minutes are posted and how the packet is published) Legislator Stein motioned to table the resolution seconded by Legislator Maha, carried unanimously.

Job Development Bureau Director Teresa Van Son reported the YWCA of Genesee County Inc. is submitting an application for OVW Fiscal Year 2024 Transitional Housing Assistance Grants for Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking Program. The YWCA seeks to enter into a Memorandum of Understanding (MOU) with the Job Development Bureau and PathStone to provide additional services under the grant. Ms. Van Son recommended the Legislature approve to sign the YWCA Memorandum of Understanding. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Stein, carried unanimously.

Job Development Bureau Director Teresa Van Son presented an annual report that discussed how the local Workforce Development Board contracts with Genesee County Job Development Bureau to provide the services under the Workforce Innovation and Opportunities Act (WIOA) for Adults, Dislocated Workers, and Out of School Youth. Other additional service contracts with the local department of social services that include Working to Success or the Job Readiness Training Program, which is a contract with Genesee County Department of Social Services for up to \$48,048, annually which provides job-securing workshops for unemployed clients that have barriers to finding employment. In addition, The Independent Living Services Program that currently has 7 youth referred to this program, which ends on May 7th. This year they have implemented a weekly newsletter. The newsletter highlights job postings, recruitments events, hot jobs, and articles related to job seeking, career development, training, and job retention.

County Manager Matt Landers reported the Emergency Management Coordinator submitted an asset acquisition request during the budget process in 2023 for a mobile command unit at a total cost of \$675,300. Due to inflation, the total cost has risen to \$724,264, which would increase the County cost by \$48,964. County Manager Landers requested authorization to amend the 2024 Genesee County Budget by increasing Asset Acquisition – Vehicles in the amount of \$48,964 offset by an increase in Sales & Use Tax 1% with funds coming from the 1% sales tax reserve. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha seconded by Legislator Torrey, carried unanimously.

County Manager Matt Landers presented a Travel Out-of-State request for Allysa Pascoe with the Health Department to travel to Richmond, Virginia for CASA 106th Annual Educational and Training Seminar. Total cost of \$1,664 fully grant funded. This was approved for placement on the next Legislature Agenda upon motion of Legislator Stein seconded by Legislator Torrey, carried unanimously.

County Manager Matt Landers presented a Travel Out-of-State request for Jessica Zaremski with the Health Department to travel to Richmond, Virginia for CASA 106th Annual Educational and Training Seminar. Total cost of \$1,664 fully grant funded. This was approved for placement on the next Legislature Agenda upon motion of Legislator Torrey seconded by Legislator Maha, carried unanimously.

Referral from Human Services Committee:

1. 2024 Affiliation Agreement-Mental Health Services/St. John Fischer University seconded by Legislator Maha, carried unanimously.
2. 2024 Affiliation Agreement-Mental Health Services/University at Buffalo seconded by Legislator Stein, carried unanimously.
3. Salary Schedule Amendment-Mental Health/Case Manager II seconded by Legislator Maha, carried unanimously.
4. Salary Schedule Amendment-Mental Health/Medical Billing Clerk seconded by Legislator Stein, carried unanimously.
5. Salary Schedule Amendment-Mental Health/Supervising Case Manager seconded by Legislator Maha, carried unanimously.
6. Award of Contract-Office for the Aging/Caring Environments J&H, Inc./Tub/ Shower

- Modifications seconded by Legislator Stein, carried unanimously.
7. Award of Contract-Office for the Aging/Caring Environments J&H, Inc. /Stair Lift seconded by Legislator Maha, carried unanimously.
 8. Permission To Accept Grant Funds/Budget Amendment -OFA/Ralph C. Wilson Jr. Legacy Funds at the Community Foundation for Greater Buffalo seconded by Legislator Stein, carried unanimously.
 9. Contract–Public Health/Preschool Supportive Health Services Program/SEIT seconded by Legislator Maha, carried unanimously.
 10. Grant Acceptance/Budget Amendment–Public Health/NEHA-FDA Retail Flexible Funding Model (RFFM) Grant seconded by Legislator Stein, carried unanimously.
 11. Disposition of Surplus Property–Social Services/Filing Cabinets seconded by Legislator Maha, carried unanimously.
 12. Disposition of Surplus Property–Social Services/Chairs seconded by Legislator Stein, carried unanimously.
 13. Appointment–Youth Advisory Board/Rodland seconded by Legislator Maha, carried unanimously.
 14. 2024 Social Services Resource Allocation Plan seconded by Legislator Stein, carried unanimously.

Confidential Secretary Paula Beck announced the next Ways and Means Committee Meeting is Wednesday, April 17, 2024 at 4:30 p.m. in the Legislative Conference Room at the Old Court House.

Chair Report: Committee Chair announced an Executive Session under Public Officer Law § 105 f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation - Legislator Torrey motioned at 5:13 p.m., seconded by Legislator Maha.

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Legislator Torrey motioned to exit executive session at 5:33 p.m. seconded by Legislator Maha.

Legislator Stein motioned to amend the agenda to add the resolution Salary Schedule Amendment – County Attorney/Deputy County Attorney seconded by Legislator Maha, carried unanimously.

County Manager Matt Landers requested an amendment to the 2024 Management Salary Schedule to provide additional compensation temporarily to the Deputy County Attorney in the amount of \$15,000, to be divided into the remaining nineteen payrolls of 2024, due to additional workload and supervisory responsibilities at the Department of Social Services. The increase salary and benefits of \$18,818 will be covered by vacancies in the Department of Social Services budget. Additional State Aid of approximately \$12,044 will offset the expense. This was approved for placement on the next Legislature Agenda upon motion of Legislator Maha, seconded by Legislator Stein, carried unanimously.

Committee Chair Clattenburg adjourned the meeting at 5:35 PM.