

PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, DECEMBER 2, 2015
1:30 P.M.

PRESENT: G. Deming, C. DiPasquale, D. Knapp, B. Carman, W. Wadsworth, E. Gott, D. LeFeber, P. Yendell, L. Semmel, B. Donohue, D. Mahus, S. Erdle-W. Sparta Supervisor Elect, I. Coyle,

PUBLIC DEFENDER – MARCEA TETAMORE

Action Item(s) To Be Reported

1. **AMENDING THE 2015 HOURLY EMPLOYEE SALARY SCHEDULE: PUBLIC DEFENDER**
RESOLVED, that the 2015 Hourly Employee Salary Schedule is amended as follows:

Public Defender

Create one full time Senior Account Clerk Typist Position.

Delete one full time Clerk Typist Position.

Mrs. Tetamore explained that her current clerk typist is leaving on 12/18/15 and she would like to convert that position to a senior account clerk typist

REFER MATTER TO THE WAYS AND MEANS COMMITTEE

Motion: Mr. DiPasquale moved and Mr. Carman seconded to approve the foregoing resolution Carried.

She has hired a full time attorney. Brittany Bennett from Livonia. She just completed her tour of duty with the Marine Corp JAG Unit. She was a Marine Corp defense attorney for four years and she has spectacular crime experience.

Mrs. Clark Tetamore met with the Sheriff and several of his staff regarding centralized arraignments. In January he is going to start a pilot program where they are going to hold unarraigned defendants until the next morning. They are working out the details on having a judge come in to do the arraignments. She explained that there is some question on any county judge doing arraignments in Geneseo instead of only contiguous towns. It is more likely for an attorney to be available at daytime arraignments. Tompkins County has a task force to consolidate courts.

She is meeting in Albany on Friday with the Chief Defenders of New York State on the Perrell Herring settlement. It only affects five counties but the state is pushing for all counties to comply.

There is a bill pending that needs a sponsor called the Fayhey bill from the Assembly asking the state to take over the cost of public defender offices in every county. Counties would still hire and fire but the bill would be sent to the state for payment. A senate sponsor is needed.

Informational Item(s) Written Only

1. Applications received YTD as of 11/23/15 p.m.: **1,548**
2. Files opened YTD as of 11/23/15 p.m.: **893**
3. Cases assigned to GVLA YTD as of 11/23/15 p.m.: **329**
4. Section 722-d money received YTD as of 11/23/15 p.m.: **\$1,004.00**
5. Money received from collection agency YTD as of 11/23/15 p.m.: **\$32.50**
6. Applications received between 10/26/15 – 11/23/15: **131**
7. Files opened between 10/26/15 – 11/23/15: **43**

BOARD OF ELECTIONS – DAVID DIPASQUALE AND NANCY LEVEN

Action Item(s) To Be Reported

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY BOARD OF ELECTIONS: NTS DATA SERVICES, LLC**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to

sign the following contract for the Livingston County Department of Board of Elections, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NTS Data Services, LLC	1/1/16-12/31/19	\$113,416.00

2079 Sawyer Dr
Niagara Falls NY 14304

For: Voter registration, signature digitization, full document imaging and interface messaging system maintenance and support agreement.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Board of Elections Budget	\$113,416.00	Yes X No

Director's Comments:

This is a renewal of the voter registration system that has been in place since 2001, payable in four installments. The results from the November elections were distributed.

Motion: Mr. Gott moved and Mr. Knapp seconded to approve the foregoing resolution..... Carried.

Informational Item(s) Written Only

1. Certification of the November 3, 2015 ballot occurred on November 19th after the Commissioners and their staff verified information and conducted the following:
 - Ballots and memory cards returned to BOE on election night by Sheriff's Office
 - Machines and supplies collected from poll sites and returned to Service Center
 - Absentee ballots counted election night, remainder counted on November 16th
 - Absentee Ballots Processed: 658
 - Numbers by category: Civilian: 142; Permanent: 360; Military: 28; Over the Counter: 128.
 - Absentee Ballots Counted: 502
 - Affidavit Ballots information researched prior to approval/disapproval November 16th. Affidavit Ballot Total: 103; Counted: 30
 - All write-in names accounted for. Total number of write-ins: 849
 - 3% Audit of machines completed
 - Machines post tested in Service Center
 - Voter History scanned for each voter: 10, 497 voters (29% overall turnout)
 - Supplies unpacked from each district and inventoried
 - Updated website and face book with final results
 - Voted Ballots packed for storage for 2 years
 - Unused ballots packed for storage for 6 months
 - Poll books packed for storage for 2 years
2. Party affiliation changes were effective November 10th were officially processed for 342 voters on November 19th. Already processed another 45 for next year.
3. Commissioners attended a meeting of the College Committee on Voter Engagement at SUNY Geneseo on November 16.
4. Updated website with 2016 election dates and information.
5. Processed backlog of work received after deadlines for the 2015 election.
6. Village Elections caucuses will be held January 19-26, 2016 for the villages of Avon, Caledonia, Geneseo, Leicester, Lima and Nunda.
7. Since the first of the year: 1,664 new registrations, 198 name changes, 1,347 residence changes, 1,243 mailing address changes, 404 personal information changes, 542 duplicates, 137 incompletes, 45 pending party changes, 870 cancellations, 1,479 made inactive changes, 1,713 voter status changes and 1,493 various other changes have been processed.

Current active voter enrollment stands at 36,397; Democratic: 9,481; Republican: 16,202; Conservative: 866; Green: 134; Working Families: 145; Independence: 1,748; Women's Equality: 1; Reform: 0; Others: 326 and Blank: 7,494. Inactive enrollment is at 2,998. Total active/inactive voter enrollment is: 39,395.

SHERIFF – SHERIFF THOMAS DOUGHERTY

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY SHERIFF'S OFFICE: MONROE COUNTY/MONROE COUNTY SHERIFF'S OFFICE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Sheriff's Office, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Monroe County & Monroe County Sheriff's Office	1/1/16-12/31/20	\$140.00/day

39 West Main Street

Rochester, NY 14614

For: Security Services at Rochester Psychiatric Center

Sheriff Dougherty explained that this is more of a fall back contract, we have never had to use it. Chief Deputy Yasso reviewed the history of this contract. A contract is necessary just in case we need it.

Motion: Mr. Carman moved and Mr. Wadsworth seconded to approve the foregoing resolution Carried.

Mr. Coyle asked the Sheriff to comment on the renewal of the upcoming crime lab contract. The Sheriff explained what is covered by this contract. Traditionally, this is around \$40,000. Last year the contract went up to \$45,000, but Monroe representatives asked to meet this year and explained that the cost for 2016 is \$75,000. He has shopped around and Niagara County appears to be much cheaper, around \$55,000, but they cannot take on the Livingston County at this time and the distance does make you question. The current administration has dialed back usage significantly. If we are still interested, Niagara will increase staff to allow us to enter into a contract for 2017. The Livingston County contract also covers for local police departments. He will be bringing this contract to committee at a later date.

Central Booking-Sheriff reviewed the process and explained that he has met with Marcea and he believes this will be good all around.

PROBATION – LYNNE MIGNEMI

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY PROBATION DEPARTMENT: ROCKY MOUNTAIN OFFENDER MANAGEMENT SYSTEMS (RMOMS)

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Probation Department, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Rocky Mountain Offender Management Systems (RMOMS)	1/1/16-12/31/16	Per Pricing Schedule

8787 Turnpike Drive, Suite 200

Westminster, CO 80031

For: Electronic Home Monitoring Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Livingston County Probation Department		Yes X No

Director's Comments:

Mrs. Mignemi explained the review process she used to determine the best product for our needs. She explained the new technology available allows testing outside of their homes. The County judges are very

concerned with probationers and drinking and driving out in the community. The bracelets will allow for inclusion and exclusion zones. This will be more convenient for both the officers and the probationers.
Motion: Mr. Wadsworth moved and Mr. Gott seconded to approve the foregoing resolution ... Carried.

2. AMENDING THE 2015 HOURLY EMPLOYEE SALARY SCHEDULE: PROBATION

RESOLVED, that the 2015 Hourly Employee Salary Schedule is amended as follows:

Probation

Create one full time Principal Typist Position Salary Grade 10.

REFER MATTER TO THE WAYS AND MEANS COMMITTEE

The office currently has two support staff. In the past there was also a finance position. They are currently in a very extensive audit process. She has been reviewing this since she was appointed four years ago. They have begun putting in a new financial program during the audit process. They have one person doing too much and she is concerned with segregation issues. This is not good practice. LeAnn (Grade 7) has already taken on a lot of financial duties from Mary VanHorn (Grade 10) while she works on other financial duties. This position creation will give her two Grade 10 positions in the department. She feels that she may need to add another financial position at a later date. Mr. Coyle reviewed how the state chose probation as a focus area. Mrs. Mignemi wants to sit with this change for a while before deciding to make any additional changes. She is very thoughtful in viewing changes before making them.

Motion: Mr. Gott moved and Mr. Wadsworth seconded to approve the foregoing resolution ... Carried.

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

441 adult offenders supervised in county (26 treatment court cases being supervised in drug court)

13 offenders in other NYS counties

7 offenders in other states

8 juveniles supervised

13 new juvenile referrals

18 investigations ordered

17 active EHM cases (0 juveniles; 17 adults; 0 of which are female), 0-Global Positioning

0 adult placed on probation for willful violation of support

10 New Leandra's Law cases (8 CDs)

2. MONIES COLLECTED

\$ 5,559.09 – restitution

5,492.00 – fines

2,942.00 – fees

223.48 – surcharge

3. MEETINGS ATTENDED

10/01/2015 Public Safety Meeting

10/06/2015 Caseload Explorer Financial Training

10/08/2015 Provided Training for Workforce Development

10/13/2015 COPA (Cattaraugus County)

10/19/2015 Staff Meeting

10/19/2015 Meeting with County Administrator and County Attorney-Financials

10/20/2015 Law Enforcement Council

10/20/2015 Multi-Disciplinary Task Force on Severe Physical Trauma and Sexual Abuse

10/27/2015 Suicide Prevention Task Force

10/28/2015 Judge Cicoria Portrait Unveiling

10/30/2015 Staff Meeting for Caseload Explorer Financials transition

4. ADMINISTRATIVE REVIEWS

Zero (0) administrative reviews

5. TRAINING

Name	Date	Training	Hours	Misc.
Kerrin Chapman	None			
Doug Czyryca	10/9/15 10/27-28/15	OC Spray/Handcuff Refresher TRAUMA	2.0 16.0	
Katie Dunn	None			
Michelle Jordan	10/6/15 10/9/15 10/27-28/15	Thinking for Change OC Spray/Handcuff Refresher TRAUMA	2.0 2.0 16.0	
Liz Laney	10/9/15	OC Spray/Handcuff Refresher	2.0	
Brian Lanpher	10/6/15 10/9/15	Thinking for Change OC Spray/Handcuff Refresher	2.0 2.0	
Debra Mack	10/6/15 10/9/15 10/27-28/15	Thinking for Change OC Spray/Handcuff Refresher TRAUMA	2.0 2.0 16.0	
Matthew McKinney	10/16/15	Alcohol, Drug & Concealment Trends	7.0	
Rachel Merrick	10/6/15 10/27-28/15	Thinking for Change TRAUMA	2.0 16.0	
Lynne Mignemi	None			
Courtney Sobrado	10/9/15 10/27-28/15	OC Spray/Handcuff Refresher TRAUMA	2.0 16.0	
Jason Varno	None			

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT: GREATER ROCHESTER ENTERPRISE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Department of Economic Development, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Greater Rochester Enterprise	1/1/16-12/31/16	\$12,000.00

100 Chestnut Street
One HSBC Plaza, Suite 1910
Rochester, NY 14604

For: Marketing Initiatives

Director's Comments:

The contract provides for external marketing initiatives to retain and attract new businesses to Livingston County and will maximize efforts to strengthen the local economy and provide for more and better jobs for community residents.

Mark Peterson, President of Greater Rochester Enterprise will attend the Public Services Committee to discuss services provided under the contract and provide an update on the Consolidated Funding Applications and Upstate Revitalization Initiative.

Mrs. Marshall reviewed the history of this contract. Mr. Peterson reviewed the partnership with GRE and how that contracting partnership came about. Many vendors do not want to work directly with individual counties. Some opportunities have very short timeframes. For every 40 inquiries they get 1 contract. For every site visit they have, they get one of four contracts. Once they get a company to a site visit, we can get them here because they have very strong members like Julie. We have had four years of CFAs. There were 355 projects funded through the CFA in the first four years. 42 of those projects were Livingston County projects. That is 11.8%. Livingston County has done very well when considering a population footprint of 5.3% of the Finger Lakes region. Mr. Peterson reviewed the CFA process changes. URI money is all there and all intact if we win and then the process begins to submit the URI money. URI is really about leverage and can we demonstrate benefits in bringing projects to the floor that have a 5-1 private dollars versus public. That will score very high in the criteria.

Mrs. Marshall reviewed projects already identified in the works in which confidentiality agreements were signed that were not included on the upstate revitalization plan but are ready to go once the funding is available. Mr. Peterson explained that a site consultants goal is to eliminate a community as quickly as possible. We need to get past them. They are the outside marketers representing the county.

Motion: Mr. Gott moved and Mr. Carman seconded to approve the foregoing resolutionCarried.

Informational Item(s) Written Only

ECONOMIC DEVELOPMENT

Eight (8) proposals for the development of a County-wide Economic Development Strategic Plan were received. Interviews with the various firms were conducted and a recommendation will be made to the Livingston County Development Corporation (LCDC) Board of Directors to enter into a contract with Hunt Engineering for economic development strategic planning services. The plan is funded by a grant from Empire State Development, the LCDC and Livingston County. The completed plan will contain specific economic development goals, strategies, and implementation measures. The plan will also outline the timing, anticipated cost, and funding source(s) for each implementation action and will guide Livingston County's economic development efforts over the next five years, providing for sustainable growth.

Regional Economic Development Council Consolidated Funding Application awards will be announced on

December 10th. The Economic Development Office submitted applications for 4 potential projects; 2 NY Main Street applications, 2 NY Main Street Technical Assistance applications.

EMPIRE ZONE 2014 BUSINESS ANNUAL REPORTS

Annual Reports from businesses receiving Empire Zone Benefits are due no later than December 31, 2015.

Nine (9) Livingston County Businesses are zone certified. A summary of the reports including job creation and investment will be provided in early 2016.

CENTRAL SERVICES – JOHN DRISCOLL

Action Item(s) To Be Reported

1. AWARDING BID FOR THE CENTRAL SERVICES DEPARTMENT FOR CALCIUM CHLORIDE PELLETS

WHEREAS, after the proper legal advertisement seeking bids for Calcium Chloride Pellets, twelve (12) bids were received and opened on November 16, 2015, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contract</u>	<u>Term</u>	<u>Amount</u>
Chemical Distributors, Incorporated	1/1/16-12/31/16	\$12.90/bag

80 Metcalfe Street

Buffalo, NY 14206

For: Calcium Chloride Pellets used by CS, Highway and CNR

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Budget	100%	Yes xxx No

Director's Comments:

Approximate costs for the season are \$29,670, however that amount is based on last year's usage and, therefore, fluctuation should be anticipated. The two (2) lowest bidders were disqualified because the product they quoted was neither the same nor comparable to the product we requested in the bid documents.

Mr. Driscoll reviewed the bids submitted. There was discussion on efforts to reduce the amount. There was discussion on whether the towns can buy from the county. Mr. Driscoll does not see why not but will need to check into it. The contract contained the wording to allow for towns to purchase directly from the vendor.

Motion: Mr. LeFeber moved and Mr. Knapp seconded to approve the foregoing resolutionCarried.

Informational Item(s) Written Only

1. Departmental Updates:

Mt. Morris:

- Auditorium wing, condensing units set, line sets started (Central Services)
- Boiler room painted (Central Services)

Government Center:

- Replaced electric line to light pole by Courthouse (Central Services)
- Electrical supply to new pine tree for Geneseo Garden Club (Central Services)
- Power-washed sidewalks at all entries (Central Services)
- Replaced caulk in sidewalk joints (Central Services)
- Restoration of boardroom chairs (Central Services)
- Counter removals at DMV and wall prep for new testing stations (Central Services)
- New light installation at G.C. parking lots (upper lot finished) (Central Services)

Jail:

- Jail bunks reset and secured (Central Services and Sheriff's Department)
- Old fuel tank (located at Jail) emptied and filled with flowable fill which erases the risk of contamination.
- Jail Roof project completed

Miscellaneous Locations:

- Leaves picked up at County facilities (Central Services and Sheriff's Department)

Pending Projects Using In-House Labor:

- Probation bulletproof wall and glass installation scheduled for the middle of December
- Personnel Expansion drawings finalized by CPL, departmental review 1st week of December
- County Clerk Renovation drawings finalized by CPL, departmental review 1st week of December

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE ONE (1) NEW DUMP TRUCK BODY THROUGH A CONTRACT AWARDED BY ONEIDA COUNTY FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT-TENCO INDUSTRIES INC.

WHEREAS, Oneida County has awarded bids for Heavy-Duty Truck Components (Contract #1751) to Tenco Industries, Inc., and

WHEREAS, the County of Livingston has determined that the price will result in cost savings compared to those if bid separately by Livingston County, and

WHEREAS, pursuant to authority granted by Section 103 of NYS General Municipal Law and the terms of the Oneida County bid, Livingston County is authorized to purchase the vehicle and equipment through contracts awarded by Oneida County, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the purchase of one (1) new Beau-Roc Dump Truck Body, Model DH-18x54x54, installed on an existing County Highway truck, at a total cost not to exceed \$33,120.00, through a contract awarded by Oneida County to Tenco Industries, Inc., subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Tenco Industries, Inc.	N/A	\$33,120.00

5700 South Lima Road

PO Box 635

Lakeville, NY 14480

For: Purchase of one new heavy-duty dump truck body, for replacement of a body on County Highway Truck #50. Not to exceed the amount indicated.

AND REFER MATTER TO WAYS AND MEANS COMMITTEE

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway 2015 Machinery Fund Appropriations	100%	Yes XX No

Director's Comments:

This body will be a replacement for the deteriorated body on Truck #50, a 2009 International 7600 Tri-Axle, with 87,200 miles. The existing cab/chassis/drive-train is in good condition.

Mr. Higgins explained that this vehicle was bought on state contract and the body and box was not of a good design and has rusted out.

Motion: Mr. LeFeber moved and Mr. Gott seconded to approve the foregoing resolution.....Carried.

2. AUTHORIZING LIVINGSTON COUNTY TO PURCHASE ONE (1) NEW TRAILER-MOUNTED ASPHALT HOT-BOX UNIT THROUGH NYS OGS CONTRACT FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT – J & J EQUIPMENT

RESOLVED, that the Livingston County Board of Supervisors hereby authorizes the purchase of one (1) new 4-Ton Falcon Trailer-Mounted Asphalt Hot-Box Unit, through NYS OGS Contract #PC66699, from J&J Equipment, at a total cost not to exceed \$36,814.50, subject to review by the County Attorney and County Administrator.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
J&J Equipment	N/A	\$36,814.50

9055 Brewerton Road

Brewerton, NY 13029

For: Purchase of one new Trailer-Mounted 4-Ton Asphalt Hot-Box Unit. Not to exceed the amount indicated.
AND REFER MATTER TO WAYS AND MEANS COMMITTEE

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway 2015 Machinery Fund Appropriations	100%	Yes XX No

Director's Comments:

Used to keep Hot Mix Asphalt hot in the summer for road patching/repair purposes and keep cold patch warm in the winter for improved workability/quality/longevity of the pothole patch. Similar units are owned/used by Highway Departments across the state, and report favorable results in being able to perform road repairs year-round.

Mr. Higgins reviewed the types of jobs that will be done using this equipment. While neither picture is the one we will be purchasing, they are a good representation of what we are purchasing. There are several towns, cities and counties in the state using this same equipment.

Motion: Mr. DiPasquale moved and Mr. Carman seconded to approve the foregoing resolution Carried.

TRAFFIC SAFETY – IAN COYLE

**APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD –
WILLIAM MORGAN**

RESOLVED, that the following members are hereby appointed to the Livingston County Traffic Safety Board for the term designated:

Name	Address	Rep./Title	Term
Livingston County Traffic Safety Board			
William Morgan	7773 Dutch Hollow Rd., Wayland, NY 14572	Springwater Rep.	1/1/16 – 12/31/18

Motion: Mr. Wadsworth moved and Mr. LeFeber seconded to approve the foregoing resolution Carried.

ADJOURNMENT

Motion: Mr. Gott moved and Mr. Carman seconded to adjourned the meeting at 10:00 a.m.

COUNTY HISTORIAN – AMIE ALDEN

Pre-approved Informational Item(s) Written only

September - November programs and meetings:

September 1 – Met with Robert DiCarlo, Associate Director for Internship Opportunities at SUNY Geneseo to discuss student intern opportunities.

September 9 – Met with Friends of Livingston County History committee (historical societies with museums) to plan Fall program to be held at the Dansville Library on October 28th.

September 9 – Met with Kathy Montemarano, Records Manager and Ken Koppenhaver, ITS Director to view demonstration of a ST ViewScan III microfilm reader system.

September 10 – Visited Avon, Geneseo, and Livonia public libraries to discuss program planning.

September 11 – Attended the remembrance ceremony organized by St. Agnes school.

September 17 – Attended the County Department Head meeting at the Office of Emergency Management.

September 26 – Chaired the Government Appointed Historians of Western New York (GAHWNY) Fall meeting at Houghton College. 70 historians were in attendance from 11 counties in WNY.

October 1 – Participated in the Center for Environmental Initiatives/Genesee River Watch annual event at the LaLuna Banquet Center at High Falls in Rochester.

October 7 – Presented the *Impact of the Vietnam War on Livingston County* program at the York Town Hall.

October 8 – Coordinated the Fall meeting of the Livingston County Historians at Nunda Town Hall.

October 15 – Chaired the GAHWNY Executive Board meeting at Chautauqua County Courthouse.

October 17 – Attended a program at the Hunt G.A.R Memorial Hall in Portage.

October 22 – Attended the State Historic Records Archives Board meeting at the NYS Archives in Albany.

October 28 – Co-chaired the Friends of Livingston County History meeting at Dansville Library.

November 4 – Presented the *Impact of the Vietnam War on Livingston County* program at the Livonia Town Hall.

November 7 – Participated in the Rochester Central Library book fair.

November 12 – Met with Cathy VanHorne to discuss history of the water and sewer operation in Lakeville.

November 12 - Presented the *Impact of the Vietnam War on Livingston County* program at the Caledonia Big Springs Museum.

November 14 – Attended the American Red Cross awards luncheon in Dansville.

November 15 – Attended the Western New York Landmark Society annual preservation awards ceremony at City Hall in Rochester.

November 18 – Attended the Board of Supervisor's meeting budget presentation.

November 23 – Met with Heather Grant, County Grants Director, to discuss possible digitization grants and other projects.

Respectfully submitted,

Michele R. Rees
Clerk of the Board