

**PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, FEBRUARY 6, 2013
1:30 P.M.**

PRESENT: G. Deming, D. Mahus, C. DiPasquale, J. Merrick, P. Yendell, M. Schuster, B. Donohue, I. Coyle

GUESTS: Ben Beagle of Livingston County News, Phil Jones representing Genesee Sun

ABSENT: D. Babbitt Henry

PRESENT AFTER MEETING CALLED TO ORDER: D. Martello W. Wadsworth

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(S) FOR THE LIVINGSTON COUNTY PROBATION DEPARTMENT - NYS DIVISION OF CRIMINAL JUSTICE SERVICES

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Division of Criminal Justice Services	10/1/12 – 9/30/13	\$24,135.00

For: GTSC Ignition Interlock Device Monitoring Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYS Division of Criminal Justice Services		Yes X No

Director's Comments:

Our amount increased slightly from what was budgeted by \$1,135.00 based on higher IID numbers in Livingston County.

Mr. Wadsworth entered.

L. Mignemi explained the devices are reusable and the program has provided knowledge of the high-risk cases.

Mr. Mahus asked if the units are reusable. L. Mignemi responded yes. There are five vendors in New York State and local garages apply to be an installer and the installer works directly with the vendor. The Probation Department ensures that the devices are being installed on the appropriate vehicles. The Probation Department gets a monthly report from the vendor of any violations that have occurred and in turn reports the violation to the court.

Mr. DiPasquale asked what happens when the monitoring period is complete. L. Mignemi explained the offenders are given a letter of compliance, the devices are removed and the Probation Department closes the case because the department is responsible for installation and removal of the device. The offenders are typically under a one-year conditional discharge so they are still under the review of the court for the remainder of the year.

Mr. Mahus asked if the program was working, and L. Mignemi responded yes and Livingston County has one of the higher installation success rates, and she stated that this program shows very problematic cases early on.

MOTION: Mr. Merrick moved and Mr. Mahus seconded to authorize the foregoing contract. Carried.

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

658 adult offenders supervised in county (32 treatment court cases being supervised in drug court)
 38 offenders in other NYS counties
 8 offenders in other states
 22 juveniles supervised
 17 new juvenile referrals
 27 investigations ordered
 20 active EHM cases (1 juvenile; 19 adults; 3 of which are female), 0-Global Positioning
 0 adult placed on probation for willful violation of support
 18 New Leandra's Law cases (14 CDs)

2. MONIES COLLECTED

\$ 3,912.72 – restitution
 7,455.56 – fines
 1,245.00 – fees
 154.63 – surcharge

3. MEETINGS ATTENDED

12/11/12 COPA Meeting-Monroe County
 12/18/12 Law Enforcement Council
 12/19/12 Human Services Department Head Meeting
 12/19/12 Board of Supervisors Meeting

4. ADMINISTRATIVE REVIEWS

One (1) administrative review

5. TRAINING

Name	Date	Training	Hours	Misc.
Doug Czyryca	12/17/12	Sex Offender Management Training	7.0	
Katie Dunn	12/17/12	Anger Management Meeting	0.25	
Colleen Fronk	12/17/12	Anger Management Meeting	0.25	
Debra Johnston	12/7/12	COMPAS 8 Training	2.0	
	12/17/12	Anger Management Meeting	0.25	
Liz Laney	12/17/12	Anger Management Meeting	0.25	
Debra Mack	12/17/12	Anger Management Meeting	0.25	
Matthew McKinney	None			
Lynne Mignemi	12/17/12	Anger Management Meeting	0.25	
Courtney Sobrado	None			
Jason Varno	12/17/12	Anger Management Meeting	0.25	
Karen Weidman	12/3/12	COMPAS 8 Training	2.0	
	12/10/12	Certificate of Relief Training @ LCJ	2.0	
	12/17/12	Anger Management Meeting	0.25	
	12/17/12	Certificate of Relief Training @ LCJ	2.0	
Michelle Wolfanger	12/17/12	Anger Management Meeting	0.25	

PUBLIC DEFENDER – MARCEA CLARK TETAMORE

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY PUBLIC DEFENDER’S OFFICE - NYS OFFICE OF INDIGENT LEGAL SERVICES

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
New York State Office	6/1/12 – 5/31/15	\$101,601.00

Of Indigent Legal Services

State Capitol, Room 128

Albany, NY 12224

For: Funds to assist Livingston County in improving the quality of Indigent Legal Services.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State	0	Yes No

M. Clark Tetamore explained this is a three-year contract and will allow a half-time position to be increased to $\frac{3}{4}$ and provide for a desk, chair and file cabinet. She indicated that the Public Defender’s office space might be expanding into the Red Cross area.

MOTION: Mr. DiPasquale moved and Mr. Merrick seconded to authorize the foregoing contract. Carried.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY PUBLIC DEFENDER’S OFFICE - NYS OFFICE OF INDIGENT LEGAL SERVICES EXTENSION OF 6/01/11-5/31/12 CONTRACT

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Extension of Contract for the Livingston County Public Defender’s Office, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
New York State Office	Extended To 3/31/13	Balance: \$2,498.00

Of Indigent Legal Services

State Capitol, Room 128

Albany, NY 12224

For: Payment of maintenance contract for 2013 (\$2,750.00)

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State	0	Yes No

MOTION: Mr. Wadsworth moved and Mr. Mahus seconded to authorize the foregoing contract. Carried.

3. REQUESTING TO CREATE AND FILL CLERK/TYPIST POSITION AND REFER TO WAYS AND MEANS COMMITTEE. Current Clerk/Typist is retiring and we need to have her replacement trained before she leaves.

M. Clark Tetamore stated the current Clerk/Typist is retiring, and she requested permission to create another Clerk/Typist position in order for this person to receive training prior to the retirement of Aggie Zittel. Once Aggie retires, her position will be deleted effective 4/30/13. M. Clark Tetamore indicated she would like the new person to come in at a rate of \$15.12 per hour. The current pay rate is \$16.27 per hour.

The County Administrator stated this is not a temporary position because the new hire will be a permanent employee. We have done this in the past when an incumbent is retiring and we see the need to train the new person prior to the retiree leaving. In summary, the request is to create a Full time Clerk/Typist position and delete a Clerk Typist position upon the incumbent's retirement.

Mr. Martello entered.

MOTION: Mr. Mahus moved and Mr. Wadsworth seconded to create a Full time Clerk Typist position and delete a Clerk Typist effective 4/30/13 and refer the request to the Ways and Means Committee. Carried.

Informational Item(s) Written Only

M. Clark Tetamore reviewed the following:

1. Applications received as of 1/28/13 a.m.: 92
2. Files opened as of 1/28/13 a.m.: 39
3. Cases assigned to GVLA year to date as of 1/28/13 a.m.: 11
4. Applications pending information as of 1/28/13 a.m.: 42
5. Monies received from Section 722-d: \$50.00
6. Monies collected by collection agency: \$13.40

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Pre-approved Informational Item(s) To Be Reported

1. STAFFING UPDATE – Interviews for the Deputy Economic Developer are being held January 29, 2013. A full update will be provided at the Committee meeting.

J. Marshall stated she received 11 applicants for the Deputy Economic Developer position. Personnel reviewed the applications and qualified 6. An interview committee consisting Mr. Deming, Mr. Merrick, Mr. Gott, Ian Coyle, Phil Brooks and Julie Marshall planned on interviewing 3 applicants, however, one applicant withdrew. The Committee interviewed 2 individuals and one candidate will be given a second interview on 2/14/13. J. Marshall indicated she is hopeful she will have someone on board in March 2013. Mr. Deming commented he thought both candidates were very good.

J. Marshall stated that staff and interns are holding down the fort during the first quarter of the year, which is the busiest time of year.

J. Marshall reported that she received confirmation that Matt Cole has been appointed to the Finger Lakes Regional Development Council to replace the appointment of Cynthia Oswald.

J. Marshall announced the following NY Main Street Informational Sessions:

Avon – March 4
Nunda – March 11

She added that the department is in the process of sending out information to the property owners in the designated areas that are eligible to apply for funding.

The County Administrator asked how many village Main Street projects are currently in the grant application process. J. Marshall stated Geneseo will be finishing at the end of December 2013, Lima and Dansville have been formally closed out, and Avon and Nunda will be starting a new project. Mr. Deming asked if there are any villages that haven't applied, and J. Marshall responded Livonia, Caledonia and Leicester. J. Marshall mentioned she has been asked by Mr. Pangrazio to come speak to the Caledonia Town Board next week. She

stated she is hopeful to get the Caledonia village interested in the Downtown Revitalization Program. The department is currently working with the Village of Livonia, and J. Marshall anticipates that they will be in a good position to apply for funding later this year.

Informational Item(s):

Business Retention and Expansion - Several meetings were held during the month of January (with several more scheduled for February) with business owners to discuss their potential for expansion. Empire State Development is participating in some of the meetings to discuss their programs and incentives.

Marketing - Increased marketing awareness of the County-owned industrial parks is underway. Site specification sheets for the parks are being developed by a graphic designer and will be used for prospect inquiries, site visits and will be posted on the website. The department is working with Greater Rochester Enterprise (GRE) to better position Livingston County for site visits from companies and site selection firms. A representative from GRE will be speaking to the IDA at their February 1st meeting to discuss the site selection process.

Website – The www.livingstoncountydevelopment.com website is being updated to provide a more user-friendly site. The updates (revisions) include better programs and services descriptions, easier links to available sites, Authority Budget Office compliance materials, Village Façade Improvement Guidelines, Livingston County Sign & Façade Improvement Program materials, New York Main Street Program materials, etc.

Finger Lakes Regional Development Council – New York State offer letters have been issued to Once Again Nut Butter and Gray Metal Products as a result of the recent Consolidated Funding Application awards.

Julie Marshall is serving as Mr. Merrick's designee on the Council. Regional Economic Development Director Vincent Esposito has met with Ms. Marshall to receive recommendations for a private sector representative to replace the Livingston County seat vacated by the departure of Cynthia Oswald.

New York State Economic Development Council – The annual IDA Section Conference was held in Albany, January 23rd & 24th. IDA Executive Director Julie Marshall spoke to conference attendees on a recent determination by the New York State Court of Appeals regarding the ability and validity of IDA's to provide Sales Tax Exemptions for owners of "rolling stock" (cars, trucks, railcars, etc). Other topics presented at the conference included finance and organizational operations, community redevelopment, entrepreneurial economic development and workforce development. Two agency board members and agency counsel also attended the conference.

Industrial Development Agency- Financial audits of the IDA and the Capital Resource Corporation for fiscal year 2012 are currently underway. The financial audit of the Livingston County Development Corporation will begin in late February.

Downtown Revitalization Program – An informational meeting for the 2013 Sign & Façade Grant Program was held on January 29th for business and building owners in the Villages of Avon, Dansville, Geneseo, Lima, Livonia, Mt. Morris and Nunda. Applications will be due in March with funding awards announced in early April.

Two SUNY Geneseo interns are working this semester in the Villages of Dansville, Mt. Morris and Geneseo. Their scope of work includes social media posts, building inventory updates, event planning and implementation and development of calendar of events.

New York Main Street Program –Staff met with the Mayors and Village Clerks in the Villages of Nunda and Avon to begin implementation of their recently awarded New York Main Street Grant awards. The Livingston County Development Corporation will provide administration services to both communities. Informational community meetings will be held in the Villages of Nunda and Avon in March to explain the newly awarded NY Main Street grants and encourage business and/or building owners to apply for funding to undertake building renovations. Awards are expected to be made in April.

Revolving Loan Fund - The Livingston County Development Corporation approved 2 loans; one to a daycare center located in Geneseo and one to a Dansville restaurant. Both loans are anticipated to close in February. The loan portfolio includes 15 active loans. Loans funds are available for small businesses (5 or fewer employees) throughout the county.

In Livingston Campaign – The seasonal 2012 Buy Local campaign is wrapping up. A final report will be provided to the LCDC at their Annual Meeting in March by the Chamber of Commerce. The office is currently working with the Chamber to develop the Memorandum of Understanding for the 2013 campaign.

Leadership Livingston - Director Julie Marshall spoke with the Chamber of Commerce Leadership Livingston class. Approximately 15 participants visited the County Government Center to learn about county operations.

CENTRAL SERVICES – DAVID ALLEN

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF CENTRAL SERVICES – INTEGRYS ENERGY SERVICES OF NEW YORK

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Integrys Energy Services of New York	2/20/13 - 12/31/15	
3556 Lake Shore Road, Suite 420		
Buffalo, NY 14219		

For: Providing electric energy to All County Facilities

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Department Operating Budgets		Yes X No

D. Allen stated MEGA sent out bids and Integrys was again the lowest bidder. He indicated that as soon as the Chairman signs the contracts, the price will be locked in.

Mr. Wadsworth asked if we would be renewing this contract before 12/31/15, and D. Allen stated that if a decision is not made by 12/31/15, then the rate would go to the variable rate until a contract is signed.

MOTION: Mr. DiPasquale moved and Mr. Merrick seconded to authorize the foregoing contract. Carried.

EXECUTIVE SESSION

Mr. Wadsworth moved and Mr. Martello seconded to move into Executive Session for the purpose of discussing the employment history of particular persons and all Supervisors and County Administrator remained. Carried.

Mr. Martello moved and Mr. DiPasquale seconded to move out of Executive Session. Carried.

No action taken.

2. REQUESTING TO CREATE AND FILL TWO FULL-TIME GRADE 7, BUILDING MAINTENANCE PERSON POSITIONS (A1610 & A1620)

MOTION: Mr. Martello moved and Mr. Wadsworth seconded to create two full-time Building Maintenance Person positions and refer the request to the Ways and Means Committee. Carried.

Informational Item(s) Written Only

1. Building #3 Renovation Project (Mt. Morris) – Office for the Aging and Cornell Cooperative Extension have moved to Building #3 (County Campus). Central Services staff continues to relocate furniture and office equipment for OFA.

2. Millennium Drive Abatement and Renovation Project “C” Wing – Council on Alcohol and Substance Abuse of Livingston County, Inc. has moved to “C” wing of the Millennium Drive facility. Central Services staff and contractors are making adjustments to the HVAC systems, plumbing and electrical systems.
3. Millennium Drive Abatement and Renovation Project “B” Wing – Central Services staff continues working with abatement contractor, abatement monitoring contractor and future tenant on the renovation of “B” wing.
4. Jail Weight Room Lighting Replacement Project – Central Services staff continues working on the installation of new lighting for the employee weight room.
5. Jail Annex Shower Modification Project – Central Services staff continues working on replacing the shower heads with self-cleaning, wall mounted institutional shower heads that have adjustable spray direction and integral flow control that can be secured.
6. Courthouse Storm Damage Repair Project – The damage to the Cupola and interior Courtroom “A” ceiling as a result of high winds and rain from Hurricane Sandy have been repaired and affected surfaces repainted.

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Karen Dewar introduced Romel Kirchoff, Supervising ALS Technician, who was appointed in April 2012.

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF A 1999 E450 LIFELINE AMBULANCE FROM NUNDA FIRE DEPARTMENT

RESOLVED, that the Director of Emergency Medical Services is authorized to purchase a 1999 E450 Lifeline ambulance from Nunda Fire Department, 4 South State Street, Nunda, New York 14517 at a total cost not to exceed Eleven Thousand Dollars (\$11,000.00).

Director’s Comments:

The ambulance has approximately 71,000 miles on it. The purchase will include high/low band radio and stretcher. The ambulance will be placed in service ahead of the 1994 Freightliner, which has an extremely rough ride and very loud road noise in the patient compartment.

K. Dewar explained this used ambulance from Nunda Fire Department will replace the current Freightliner, which is in rough condition and just this week blew a head gasket and would be very costly to repair.

K. Dewar reported the department is rotating the ambulances so they are both in top condition and so they could back fill each other if there were any equipment issues. She explained the Nunda Ambulance is a 1999 E450 Lifeline with low mileage and has been maintained very well. Nunda has turned over the maintenance records it the ambulance has had no accidents or major repairs.

Mr. DiPasquale stated he believes this is an excellent ambulance for the price. Mr. Wadsworth asked if we would keep the Freightliner, and K. Dewar stated there are no plans to put money into the Freightliner and it would probably be declared as surplus property. K. Dewar stated that if the program expands, it may warrant the need to replace the Freightliner.

MOTION: Mr. DiPasquale moved and Mr. Wadsworth seconded to authorize the purchase of a 1999 E450 Lifeline Ambulance From Nunda Fire Department at a total cost not to exceed \$11,000. Carried.

Pre-approved Informational Item(s) To Be Reported

1. ALS/BLS INTERFACILITY TRANSFER PROGRAM WITH NOYES MEMORIAL HOSPITAL. Noyes Memorial Hospital requests Livingston County EMS provide ALS/BLS coverage for 24 hours a day, seven days a week to transfer patients to other hospitals.

K. Dewar stated that Noyes provides transfers from their facility, primarily acute emergency department patients and patients from ICU and floors, to Rochester hospitals using Monroe ambulance out of Rochester. The transfer times are 6-8 hours. She stated that in 2012 she talked to Mr. Coyle and Supervisors from York and Leicester about utilizing our current BLS. Noyes does about 300 transfers a year with a 2:1 ratio of advanced to basic transports. We have been picking up their basic transports Monday – Friday 6am-6pm when our ambulance is in service. So far this has not impacted the York and Leicester program. There have been no missed calls and it has supplemented the program.

But Noyes, in the meantime, is struggling after hours from 6pm-6am and on weekends to get their patients to Strong and Rochester General. Noyes is asking us to expand our program. She has discussed this matter with Mr. Coyle and met with Noyes, and she indicated this would certainly change what the focus of our program would be. Currently, with the wait times of patients, and historically unreliable nature of proprietary services, we want to look at it seriously. Rural Metro and Monroe Ambulance have come and gone. Noyes received a contract from Rural Metro that they would park an ambulance at Noyes Hospital and they also received a contract from Monroe Ambulance, but because of our strong partnership Noyes wants to work with us.

The positive impacts:

- Benefit Noyes and community residents
- would relieve some burden from local ambulance services, primarily in the southern end of the county, which are struggling to get crews.

K. Dewar stated that she is hopeful that this ambulance, staffed with a Paramedic and Basic Life Support Technician, at the hospital would be able to help Nunda, Dansville and Springwater who are struggling to get crews. In 2012, these crews did not respond to 261 calls out of 1,900 calls. Nunda and Springwater are going through a difficult period; Springwater is down to one EMT. Nunda has five EMTs that are not recertifying and their no crew rate is 11%. Dansville does fairly well but is still missing calls and their crew rate is 11%.

The negative impacts:

- We have to be mindful potential impact to volunteer corps who do not want others infringing on their area.
- If Rural Metro comes in, how reliable will they be

K. Dewar explained to Mr. DiPasquale that if Noyes needs a Mt. Morris resident transferred to Rochester, the Mt. Morris ambulance would still be called to transfer the patient.

K. Dewar stated she estimated this new service would require 650 calls (300 from Noyes) to make this a financially feasible operation. We projected a realistic reimbursement of \$650 per call. If we get the call volume that we anticipate getting, it looks like a break-even operation. K. Dewar stated that the operation would warrant a three-month, six-month and nine-month evaluation to determine the feasibility of this program.

K. Dewar reported that since we started the ALS transfer in December 2012, of the 39 calls, 28 have been billed and we are realizing a reimbursement of over \$750 per call; however, we have to consider the underinsured and uninsured population in the southern end of the County. In the past, Noyes has subsidized some of this cost, and K. Dewar intends to have a conversation with administration about this.

Mr. Martello asked what equipment and personnel would handle this program. K. Dewar stated that currently we have 1.5 ambulances, so the second ambulance would handle this and we would be looking at a 24/7 operation. She stated we would need to hire more staff and would phase this program into operation.

Mr. Martello asked if this would be a financial burden to Noyes. K. Dewar explained it is costing Noyes staff time to hold the patient in the hospital bed, but it would cost them for the underinsured or uninsured patient, but the cost otherwise to Noyes she does not believe would be too much.

K. Dewar explained that Noyes approached the County because there are patients that need specific types of care and are waiting hours for Rochester ambulances to come to transfer the patients.

Rommel Kirchoff explained that just this morning there was a cardiac patient and the EKG did not show they were having a heart attack, went to the ER and by chemical testing it did show they were having a heart attack. We were able to transfer the patient within the hour, where they would have been sitting there for hours while having a heart attack waiting for an ambulance.

K. Dewar explained the ambulance would be located primarily at the hospital waiting to transfer patients and act as a back-up to any other communities that wanted to request it.

K. Dewar explained that last year she was approached by a few Supervisors to look at their towns and the feasibility of having an ambulance in their town because they wanted to investigate their options. Some of the communities have very low call volume and it is not enough to sustain this type of operation. Noyes approached us and indicated they really need this service 24/7 (only 300 calls per year). She explained the only way this program will be sustainable is if community agencies requested the service from the County. K. Dewar stated she is very sensitive to the agencies, tradition and the services provided by the ambulance corps.

K. Dewar stated that Noyes has offered to provide a room for the ambulance staff.

Mr. DiPasquale commented that the Town of Mt. Morris has invested a lot of money into their ambulance service and the corp is operating fine and he wants to protect this corp. K. Dewar stated there are crews in the County that are doing great—Mt. Morris, Caledonia, Geneseo, Livonia, Avon, and Lima, but there are crews that are not doing great and this would help those crews. There are also crews in northern Steuben County that are struggling as well and there is potential that we would be called there but it is not something we would want to count on.

Mr. Martello stated for example: we are getting ready to transport a Noyes patient and an emergency call comes in from Dansville and they cannot get a crew together, who is making the decision where the ambulance will go.

K. Dewar stated currently the way it works, when a request from Noyes to transfer a patient, Karen gets the call and she ensures that the call is appropriate for our level of staff. There are some specialty care transfers that we cannot do. She indicated it would be a joint decision between the County (Karen/Rommel) and Noyes.

The County Administrator concurred that it would be a good idea to review the status of this program in three months. He added that the insurance world changes so rapidly with respect to reimbursements and unfortunately it is not going upward. Consequently, we need to be conservative with the numbers and assess the situation in three months. We will have a conversation with Noyes after this meeting and let them know we do not want to get into a major subsidy situation for the County government operation as much as it is a resource to the community—or maybe we do and incur the costs into the budget and that is the decision of the Board of Supervisors.

Mr. Schuster mentioned a situation where a guy from Sparta burned himself and sat at Noyes waiting for a transfer for 5 hours and finally an ambulance from Hornell transferred him to Strong Burn unit. K. Dewar stated the quieter hours are midnight to 6 AM and the program would be supplementing the 6 PM to midnight hours and consider weekends as well.

Mr. Mahus stated he thought this proposal was a good idea and asked if the ambulance is sitting at Noyes and a town cannot get a crew who makes the determination whether our ambulance is dispatched. K. Dewar stated the dispatcher would know the ambulance is available to be paged, and if this does move forward, it means that more conversations will be held with the communities that may be impacted by this to find out what they are feeling and what they want.

Mr. Mahus asked if there would still be a fly car in Dansville. K. Dewar responded we will look at how best to use the fly car. She posed the question of whether it would be a flow car and that is a decision that has to be made. Currently, two cars stay central Monday through Friday and one car stays south.

Mr. Mahus asked if Rural Metro is back in Cohocton, NY, and K. Dewar responded yes and they have a fly car and an ambulance and it has been in and out of service already. Rural Metro services are very sporadic.

The Committee will discuss this matter further at the March meeting.

Informational Item(s) Written Only

1. January 2, 2013 – Director and ALS Supervisor met with Noyes Memorial Emergency Department Manager Pauline Shaw to review upcoming changes related to the new Emergency Department construction and how it will affect EMS arrivals to the hospital.
2. January 3, 2013 - Monthly EMS Captain meeting
3. On January 3, 2013 five members of the Livingston County Emergency Responder Support Services Team responded with the Monroe County Critical Incident Management Team to perform a debriefing for emergency responders after the tragedy of West Webster Fire Department shootings.
4. Two EMT Original/Refresher classes have started, one in Lima and the other at Hampton Corners.
5. EMS Director is working with Emergency Management to review and update EMS COOP.

COUNTY CLERK – JIM CULBERTSON

Pre-approved Informational Item(s) To Be Reported

1. DISCUSSION OF THE EFFECTS OF THE NEW YORK STATE GUN LAW ON THE COUNTY CLERK'S OFFICE

J. Culbertson stated that he would like to discuss how the new firearms law affects the County Clerk's Office. He stated we have a total of 11,000 permits in Livingston County and it is rapidly growing. He reviewed past year's statistics outlined in a handout on file. Overall pistol permits/amendments/purchase stubs have increased. He stated the counter work in the Clerk's Office has been very busy lately.

J. Culbertson asked Deputy County Clerk Mary Strickland to explained the Pistol Permit Workflow. M. Strickland reviewed the handout on file. The County Administrator asked if this workflow process works well, and M. Strickland stated absolutely. J. Culbertson stated it costs about \$120 for a pistol permit.

J. Culbertson reported that in January 2012 we collected \$1,590 and in January 2013 we have collected \$4,631.

Mr. Deming referred to the Pistol Permit Workflow and asked for an explanation regarding sending requests to NYS Mental Health. M. Strickland stated that when the Sheriff's office does their background check, it is part

of their investigation to inquire with NYS Mental Health.

J. Culbertson added that with this new law, there is a five-year recertification requirement and included in that will be a background check and a Mental Health check, which will begin in 2017.

J. Culbertson stated the law was signed January 15, 2013. He explained that opt out forms will be available 2/15/13 for Livingston County Pistol License holders who wish to keep their name and address private from the public who could inquire whether you have a permit. This form must be completed within 60 days (4/14/13) and filed with the County Clerk's Office. By 5/15/13, the Clerk's Office has to have all the forms entered into the pistol permit database. He stated they are expecting approximately 7,000-8,000 people to opt out. He stated the Clerk's Office will not make the 5/15/13 deadline. He reported they have estimated they can do between 100-150 forms a day (50-60 work days). He explained people that have an assault rifle will have to register the rifle with the State Police and he is not sure at this time, because of the incoming Chapter Amendments to the Law whether the Clerk's office will be impacted by this.

J. Culbertson indicated he would be asking for an additional Index Clerk to assist with this workload and he intends to assign an experienced person to this project. He explained with this recent increase in workload other work is not getting done and he stated we really need to add an additional position.

J. Culbertson explained the Clerk's Office intends to run a few advertisements explaining the option to opt out and to ensure permits are up to date.

J. Culbertson stated he thought he would need to notify each permit holder of these changes, and he referred to the County Attorney for comment. County Attorney David Morris indicated that there is not any obligation in the statute to do that but he believes it is a good idea to run some ads in the penny savers.

J. Culbertson stated this is another unfunded mandate.

Mrs. Donohue stated she would be in favor of doing a resolution opposing this opt out option and request that the State allow those who want their address to be know to opt in. Mr. Schuster stated that the Western and Adirondack InterCounty Associations adopted a resolution repealing the Safe Act and supporting the County Clerks' and Sheriffs' positions on this matter.

Mr. Schuster suggested putting the pistol opt out information on the internet as well as advertising in the penny savers. J. Culbertson stated he intends to put it on the website.

J. Culbertson stated he would appreciate the Committee consider authorizing an additional Index Clerk position.

J. Culbertson reported that the Clerk's Office has officially E-recorded the first Land Document this week making Livingston County the first county in the region to E-record land documents.

SHERIFF'S DEPARTMENT – SHERIFF YORK, UNDERSHERIFF, SMITH, HUFF (attachment)

Action Item(s) To Be Reported

1. REQUESTING TO CREATE AND FILL TWO (2) FULL-TIME CORRECTIONS OFFICER POSITIONS AND REFER THE REQUEST TO WAYS AND MEANS

Sheriff York stated when we built the jail, we evaluated the staffing analysis with the understanding that that we would try to staff the jail at the minimal requirement and we would readjust and reevalaute as time went on. Sheriff York stated we know the current demands on the jail—current population, inmates from other counties and the females. He stated he asked Major Huff to analyze the jail staffing, and the Sheriff commended Major

Huff for the incredible job he has done since he has become Major. Sheriff York explained we would need to hire two additional full-time Correction Officers and explained the funding capabilities of adding two additional staff. Sheriff York indicated that ATI has a separate budget so they can keep track of what it cost to operate the program. Money was taken out of 3150 and put into the 3147 ATI account, which left a shortage in the Jail account. Sheriff York indicated that the Board has already approved one additional full-time Correction Officer and he is now asking for two additional full-time positions. He added the department does have money budgeted for one of the two additional positions. He stated that the revenue from boarding in inmates would offset the cost of the third position. He is hopeful that the Union will allow the use of more part-time coverage by current staff to meet the demands of the jail.

Sheriff York asked Major Huff to review the Jail Staffing Analysis. Major Huff distributed and reviewed a handout (on file) explaining the jail staffing and justifying the need for two additional full-time Correction Officers. In summary, he indicated they need to cover approximately 400 hours per week and the additional positions would cover 85 hours and part-time staff and overtime would cover the remaining.

The County Administrator indicated if we have an average balance of part-time hours and an average of overtime hours and the overtime hours would be reduced with the two additional officers, there would still be an average of 10 hours overtime per pay period. There will still be a part-time allocation and we do want to utilize this. He indicated there is a need for three full-time Correction Officers, one of which has already been approved. He added this does look like the prudent and sensible thing to do to respond to the staffing needs, fully realizing that our staffing level is not even half of what the Commission of Corrections was originally mandating. They originally wanted 19, we put on 8 and now adding 3 puts us to 11. The County Administrator stated we are at the standards of what they wanted based on the part-time and overtime use.

Mr. Mahus stated this would be considered a safety factor.

The County Administrator explained we have enough money for two positions and the third will equate to \$65,000 with benefits. We can do this now and at the end of the year, if we go over, there is a built-in contingency line.

Mr. Mahus asked if we are looking for bi-lingual employees. Sheriff York indicated we do have some employees who have some Spanish language skills and have done some in-house training, and that is an issue we need to address.

Sheriff York reminded the Committee that additional staff is warranted on the weekends due to visitation.

MOTION: Mr. Mahus moved and Mr. Martello seconded to create two full-time Correction Officer positions and refer the request to the Ways and Means Committee. Carried.

Mr. Deming commended Major Huff for doing a nice job putting together the staffing analysis.

2. AUTHORIZING THE PURCHASE OF VEHICLES FOR THE LIVINGSTON COUNTY SHERIFF'S DEPARTMENT

Sheriff York stated that he has asked Major Chris Smith to analyze the vehicles to determine the number that is needed. He stated he is aware the Board is concerned that vehicles with less than 150,000 miles are on the list and he reminded the Committee that these vehicles might have hundreds of hours with lights running and idling time on them.

Major Smith reviewed the handouts provided (on file). Overall, they are proposing to purchase 5 Tahoes, 1

Chevy Caprice and 1 Chevy Impala.

Undersheriff Szczesniak explained that when we purchased new vehicles we always transitioned the old vehicles simultaneously, but the on-line auction has been very successful and makes it much easier for the department to continue using the vehicles until they actually want to take it out of the fleet. He confirmed that we need a good size vehicle to handle the laptop, printer, and other equipment that is necessary to have in the vehicles.

Sheriff York explained that this proposal is \$11,000 under what was proposed in the 2013 budget.

Mr. Deming wanted to ensure that the vehicles will be in use until they reach 150,000 miles, and the Sheriff and staff concurred. Sheriff York explained that a high mileage vehicle may be taken off and the lower mileage vehicles slated to be auctioned, will be transitioned into the fleet to increase the mileage.

The County Administrator asked how the Caprice fits into the fleet, and Major Smith stated that the Caprice replaced the Crown Victoria vehicles. Major Smith indicated that Geneseo just put a Caprice on the road but we really don't know how they will do.

Mr. Martello asked if the total cost is in accordance with the budget, and Sheriff York stated yes it is about \$11,000 under budget.

The County Administrator asked if the new vehicles will replace the old vehicles and Major Smith said no we shuffle them up or down.

MOTION: Mr. DiPasquale moved and Mr. Wadsworth seconded to authorize the purchase of five (5) new 2013 Chevrolet Tahoes at a price of \$28,815.40 each for a total cost not to exceed One Hundred Forty Four Thousand Seventy Seven Dollars (\$144,077.00), one (1) new 2013 Chevrolet Caprice, at a total cost not to exceed Twenty Six Thousand Five Hundred Eighty Two Dollars (\$26,582.00) and one (1) new 2013 Chevrolet Impala at a total cost not to exceed Nineteen Thousand Nine Hundred Sixty Two Dollars and 18/100 (\$19,962.18), a total cost for the purchase is not to exceed \$190,621.18. Carried.

OTHER

Pre-approved Informational Item(s) To Be Reported

1. DISCUSSION OF JULY 3 PUBLIC SERVICES COMMITTEE MEETING

This matter will be discussed at the March meeting.

2. PUBLIC SERVICES AGENDA GOAL SETTING FOR 2013

This matter will be discussed at the March meeting.

3. OTHER

Mr. Martello indicated he has a Noyes Board meeting on Friday, 2/8/13 and he would ask Noyes to document the time of day that transfers are made.

The County Administrator stated he has not had a chance to discuss staffing needs with the County Clerk.

Mr. Deming questioned whether the Vehicle Use Policy was updated to reflect the possibility of volunteers riding in fly cars. The County Administrator said it had been updated.

Mrs. Donohue indicated she might be late at the Human Services meeting scheduled for 2/7/13.

ADJOURNMENT

Mr. Wadsworth moved and Mr. Martello seconded to adjourn the meeting at 3:54 p.m. Carried.

BOARD OF ELECTIONS- NANCY LEVEN AND LAURA SCHOONOVER

Informational Item(s) Written Only

Caucuses were held January 22nd through 29th by the Republican and Democrat Parties in the villages of Lima, Livonia, Mt. Morris and Dansville. The deadline to file the caucus paperwork has passed and we are waiting for the Independent petition filing period to occur before ballots can be finalized. Poll sites and Inspectors are being secured.

The Commissioners attended the NYS Election Commissioners' conference in Albany January 14th through 17th. This was a very well attended conference with numerous new Commissioners who recently took office. Many topics were discussed including the 46th Senate District court case, hurricane Sandy stories and current legislation. Dominion, our voting machine vendor demonstrated a new central count machine for counting absentee ballots that was recently certified by the State Board.

Superior Technical Resources conducted a 3½ hour training for the staff on the new Xerox D125 Printer. We will be printing our ballots in-house to save taxpayer dollars.

The Commissioners participated in a conference call with the State Board on January 31st.

Working on quotes to purchase additional machinery to produce ballot booklets.

The annual statistical report as required by the State Board has been completed and sent to the Board by the deadline.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Informational Item(s) Written Only

Meeting held at Training Center with State Department of Health, State Office of Emergency Management and Emergency Managers from area Counties. The meeting was the first of a planning session for the upcoming Flurricane exercise. The exercise is to test a County's response to problems that were faced during Hurricane Irene and Sandy. The drill is a weeklong event that will involve Hospitals, Health Departments, Emergency Management, and other agencies. The drill is schedule for the week of May 13th.

Emergency Management completed a DHSES audit on December 19th, the audit consisted of seeing the equipment purchases, and contract reviews. The Auditor found no issues.

135 members of the Livingston County Fire Service attended the calling hours of the West Webster Firefighters who died in the line of duty.

Have completed planning meetings with the following Departments on Continuity of Operations Plans (COOP) Sheriffs Office, Emergency Medical, and Highway. Department of Health has completed their plan.

Acquired a grant for the All Hazard Mitigation Plan review from DHSES, would like to use Genesee Valley Regional Planning Council as the contractor to review and update the plan. GVRPC was the contractor that developed the original plan for the County.

HISTORIAN - AMIE ALDEN

Informational Item(s) Written Only

Community Outreach Activities: January 2013

Government Center Exhibit:

Four of the seven panels for timeline exhibit for the Government Center are done. This covers the time

period from the Iroquois Confederacy through the rise of industrialization (c.1400s-1900). The final three panels will be ready in March.

Heritage Trails in Livingston County:

This is a collaborative initiative with Tourism Director, Lisa Burns to create OnCell audio tours of the historic sites throughout Livingston County. The first tour is the Sullivan Campaign Trail audio tour will be live in mid-February. Currently short scripts are being written for each stop to guide users along the route.

A second audio tour of all the Civil War Monuments and Memorial Halls in the county is planned for later this year. Lisa Burns and I are also working with a graphic designer to create rack cards to promote the tours. In addition, the Tourism Office has agreed once again to devote a two-page spread in the 2013 Visitor's Guide to promote the Livingston County Heritage Museum Trail. We have discussed future development of several more Heritage Trails in Livingston County as well.

Public presentations:

Saturday, January 12th - I presented a new program entitled "Homegrown Inventions and Innovations" for the Winter Lecture Series at the Mt. Morris Dam Visitor's Center. 116 people were in attendance.

Sunday, January 27th – I presented an updated version of "The Impact of the Vietnam War on Livingston County" for the Avon Preservation and Historical Society's annual meeting at the town hall in the village of Avon. Approximately 30 people were in attendance.

Other:

Geneseo/Groveland Vietnam Veteran's book project – I am assisting these veterans in their efforts to put together a book on soldier's memoirs of this community.

Government Appointed Historian's of Western New York – As current Executive Chair of this organization, I am coordinating the Spring meeting and workshop to be held in Batavia on Saturday, April 20th.

Office projects: January – February 2013

Creation of an updated policies and procedures manual for the County Historian's Office

Ongoing arrangement and describing of archival collections

Respectfully submitted,

Virginia O. Amico
Clerk of the Board