



FINANCE, LEGAL & SAFETY COMMITTEE

March 12, 2024

10:30 a.m.

ATTENDANCE:

Legislators: Chair Sauerbrey, Ciotoli, Brown, Standinger, Monell and Mullen, Roberts, Flesher

Staff: Legislative Clerk Haskell, County Attorney DeWind, Treasurer McFadden, Deputy Treasurer Chandler, Safety Officer Holbrook, Personnel Officer Parke, Chief Accountant Douglas, Accountant Schurter, Public Defender Cline

• APPROVAL OF MINUTES:

- Legislator Ciotoli asked for a motion to approve the February 13, 2024, minutes. Legislator Mullen made the motion, seconded by Legislator Monell, and was unanimously carried.

• FINANCIAL:

- Legal and Safety's budgets are tracking well. Safety has recently used funds to ensure first aid kits are up to date and stocked correctly. Due to new and ongoing litigation there might be the need to transfer of funds into Legal Fees line to pay for outside counsel.
- Legislator Ciotoli stated departments should be taking advantage of the contract the County has with Roemer, Wallens, Gold & Mineaux for legal advice.

• OLD BUSINESS:

- Litigation: An older case has been dismissed in the County's favor due to a lack of special duty owed to the plaintiff. Specifics discussion of strategy, settlement options and liabilities for new and ongoing litigation will be discussed in executive session.
- Policy reviews and attestations are due March 31, 2024 for all County employees and board members and financial disclosures for Schedule A employees and board members are due May 15, 2024. If Schedule A employees or board members need more time to complete their attestations and/or financial disclosures, they can request an extension.

- Tioga Tobacco Asset Securitization Corporation (TTASC) annual meeting is scheduled for June 5, 2024. There will be some changeover in board members this year. At a recent Adolescent Tobacco Use Prevention Act (ATUPA) hearing the business issued the violation attempted to make the argument that the County has a financial stake in their hearing to pay back the bond members.
- New Visions Program: Mr. DeWind stated Legal's New Vision's intern worked out well and was able to spend time with the Assistant County Attorney, Public Defender, and District Attorney's Office. Mr. DeWind has been asked, by the New Visions Program, if he would be willing to continue mentoring students through this program.
- NEW BUSINESS:
 - Ethics Board: The Ethics Board has two board members' terms expiring however, Mr. Davis and Mr. Balliet Jr. would like to be re-appointed for an additional term. The annual meeting will be scheduled for mid-June 2024.
 - Panic Buttons: Issues have been identified and are being addressed. There was an accidental trigger at the Ronald E. Dougherty County Office Building located at 56 Main Street which identified the buttons do not signal the room where the button was pushed. Safety Officer Holbrook is working with Information Technology and Communication Services (ITCS) to address this issue.
 - Drug Testing: The first quarter drug testing is scheduled with Evolution. Ms. Holbrook has received positive feedback from the Town of Owego that pre-employment testing with Evolution is going very well.
 - Safety: Baby changing stations have been installed at the Ronald E. Dougherty County Office Building and Sheriff's Office. Ms. Holbrook has audited the License Event Notification System (LENS) and has made corrections to the database. Ms. Holbrook stressed the need for prompt notification of employees leaving employment to ensure Ms. Holbrook is not monitoring non-County employees. An Accessible Parking Program ad was published collaboratively with Public Health on Public Health's Facebook page saving the Program the cost of placing an ad in local newspapers as this fund is not being replenished. Ms. Holbrook will be dispersing accessible parking educational brochures throughout the community in the coming months.

- Public Defender's Report: Public Defender Cline stated his office currently has three open homicides and numerous assaults and burglaries. This has necessitated the need for more data storage to process and view body camera footage that the District Attorney's Office provides. Mr. Cline has been working with ITCS to improve data storage. The Public Defender's Office is able to appear at all hearings due to the Hurrell Harring grant. However, caseloads are at the upper edge but within limits.

- PERSONNEL:

- N/A

- RESOLUTIONS:

- MODIFY 2024 BUDGET AND TRANSFER FUNDS ILS GRANT; AMEND EMPLOYEE HANDBOOK: ABOLISH SECTION IX. SAFETY RULES, SUBSECTION A. ENTITLED CONTAGIOUS DISEASES IN ITS ENTIRETY; RE-APPOINT MEMBER TO BOARD OF ETHICS (Davis); RE-APPOINT MEMBER TO BOARD OF ETHICS (Balliet Jr.); EXECUTE LEASE OF PROPERTY LOCATED AT 32 ITHACA STREET, WAVERLY, NEW YORK TO HOUSE MENTAL HYGIENE'S WAVERLY OFFICE; EXECUTE ADDENDUM TO LEASE AGREEMENT OF PROPERTY LOCATED AT SOUTH APALACHIN ROAD, APALACHIN, NEW YORK TO INSTALL, HOUSE, AND MAINTAIN A COMMUNICATIONS TOWER; EXECUTE ADDENDUM TO LEASE AGREEMENT OF PROPERTY LOCATED AT 110 C BABCOCK ROAD, NICHOLS, NEW YORK TO INSTALL, HOUSE, AND MAINTAIN A COMMUNICATIONS TOWER; EXECUTE ADDENDUM TO LEASE AGREEMENT OF PROPERTY LOCATED AT 54 DODGE ROAD, SPENCER, NEW YORK TO INSTALL, HOUSE, AND MAINTAIN A COMMUNICATIONS TOWER; EXECUTE ADDENDUM TO LEASE AGREEMENT OF PROPERTY LOCATED AT 246 DAVIS ROAD, TOWN OF RICHFORD, NEW YORK TO INSTALL, HOUSE, AND MAINTAIN A COMMUNICATIONS TOWER; AUTHORIZE EXECUTION OF COOPERATIVE AGREEMENTS BETWEEN THE LAW DEPARTMENT, ITCS, SHERIFF, DSS, PUBLIC HEALTH, AND MENTAL HYGIENE were moved into full Legislative Session without further questions.

- PROCLAMATIONS

- None

- EXECUTIVE SESSION
 - Mr. DeWind requested to enter into executive session to discuss litigation matters at 11:04 AM. Legislator Mullen made the motion, seconded by Legislator Monell and was unanimously carried. Legislator Brown made the motion to exit executive session and was seconded by Legislator Mullen at 11:18 AM.

- ADJOURNMENT:
 - Legislator Ciotoli adjourned the Legal & Safety Committee at 11:19 A.M.

Respectfully submitted,

Christine Freyvogel

Secretary to the County Attorney