

FINANCE, LEGAL AND SAFETY COMMITTEE

January 10, 2023

10:30am

ATTENDANCE:

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

Staff: Legislative Clerk Haskell, County Attorney DeWind, Treasurer
McFadden, Deputy Treasurer Chandler, Personnel Office Parke,
Treasurer McFadden, Assistant Public Defender Cline,

APPROVAL OF THE MINUTES: Legislator Monell asked for a motion to approve the December 13, 2022, minutes. Legislator Mullen made the motion, seconded by Legislator Ciotoli, and was unanimously carried.

FINANCIAL: Safety's budget for 2022 was under budget due to the resignation of the former Safety Officer. Safety and Legal's budget are tracking well for 2023.

OLD BUSINESS: The County has received the 2023 Insurance Renewal premium, and payment is in process.

The 2022 Annual Safety Training have been completed by all but ten (10) employees. A brief discussion followed on possible options to ensure employee compliance.

NEW BUSINESS: The County has retained cyber insurance coverage through Coalition. The premium has increased however the policy provides better coverage than previous years.

The County Attorney's Office has been in the process of identifying plans and policies that need to be updated and created to ensure compliance with State and Federal law. The Title VI plan has been updated to include updated data,

forms, and environmental information. A Section 3 Plan has been created to ensure compliance with grant applications.

An Interim Director of Public Health will start tomorrow. Their information has been provided to the state for review.

The County is in the process of closing on 70 Delphine Street and finalizing ILS's rental agreement for 170 Main Street. ILS's 2023 budget will be reviewed, research is continuing on a property in Town of Owego and County Attorney DeWind has spoken to Judge Schumacher regarding a possible redemption policy for In Rem. Legislator Mullen stated he would like to see a one time, one person only redemption policy.

Paralegal Humes has completed extensive ADA training and has begun to address ADA compliance issues at the Ronald E. Dougherty County Office Building. Mr. Humes is working collaboratively with the Department of Public Works to ensure ADA standards are being met.

PERSONNEL: The Part Time 4th Assistant County Attorney will start on January 17, 2023

Assistant Public Defender Cline stated the creation of a full time Office Specialist III position will greatly increase efficiency and retention. There are funds available in the Public Defender's budget to pay for this position.

RESOLUTIONS: AMEND RESOLUTION 193-18; ADOPTION OF TIOGA COUNTY TITLE VI PLAN, ENVIRONMENTAL JUSTICE PLAN, LIMITED ENGLISH PROFICIENCY PLAN, DATA COLLECTION PLAN, ADA TRANSITION PLAN AND EMPLOYEE TRAINING PLAN AND AMEND EMPLOYEE HANDBOOK; SECTION IV: PERSONNEL RULES, SUBSECTION L. EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION/ADA POLICY; AMEND EMPLOYEE HANDBOOK: ADD NEW POLICY TO NEW SECTION XII. SUBSECTION A. ENTITLED SECTION 3 PLAN FOR TIOGA COUNTY; APPOINT TITLE VI COORDINATOR; AMEND RESOLUTION 277-06; APPOINT ADA COORDINATOR; 2023 STAFF CHANGES LAW DEPARTMENT; AUTHORIZE CONTRACT WITH SECURITAS SECURITY SERVICES FOR 56 MAIN STREET; RECOGNITION OF JUDGE GERALD A. KEENE'S FORTY-ONE YEARS OF SERVICE TO TIOGA COUNTY; ABOLISH TWO PART-TIME PARALEGAL POSITIONS AND CREATE ONE FULL TIME OFFICE SPECIALIST III

PUBLIC DEFENDER'S OFFICE; CREATE AND FILL TEMPORARY, PART-TIME PARALEGAL (SEASONAL) POSITION DISTRICT ATTORNEY'S OFFICE; these resolutions were moved into full Legislative session without further questions.

PROCLAMATIONS: None

EXECUTIVE SESSION: None

ADJOURNMENT: Legislator Monell adjourned the Legal and Safety Committee meeting at 11:24 AM.

Respectfully submitted,

Christine Freyvogel

Secretary to the County Attorney