

Committee: Comp. Svcs Admin & Finance

Date & Time: June 9th, 2022 - Rpt 6/1

Location: Legislature Office

Attendees: Lynne Johnson, Merle Draper, John Fitzak, Jack Welch

Agenda Item	Leader/Presenter	Discussion	Action
Routine Maintenance	E Moss	The Department completed 259 (348) work orders in the period 5/1/22 - 5/31/22, with 91 (92) current work orders open as of 6/3/22. Staff requested 333 (368) work orders in May. (###) = Previous Month.	See Attachment A for charted information versus past 11 months review.
Panic Buttons	E Moss	New Panic Button solution being ordered and installed as they arrive under guidelines for placement. 85 buttons in house. 42 installed per guidelines	Discussion upon request
CAD Problem	E Moss	CAD on Oracle caused crash - Need SQL. Sheriff has Quote from Ellias.	Discussion upon request.
Staffing	E Moss	AcctClerk hired. Started 5/31/22. DSS LAN admin offered position 6/2/22. Accepted. Start date of 6/23/22.	Discussion upon request.
Resolved	E Moss	GIS/DPW & eBizDocs Servers config'd. PL migration done. DPW waiting for next steps from his vendor. eBizDocs Svr NIC in house & undergoing configuration - CS awaiting next steps from vendor.	Discussion upon request.
BIO-Key	E Moss	Solution being examined ATT. Testing current Windows solution using bio-metric devices.	Discussion upon request.
LEG Chambers		LEG Chambers set up for a 6/20/22 Install w/AV Solutions (Monday)	
Capital Updates	E. Moss	Jail NVR Server arrived 6/6/22 Starting Configuration; MH Fire Suppression Ordered.	Discussion upon request.

Respectfully submitted,



Department Head Signature

6/9/22

Date

Meeting: Orleans County Clerk Committee Meeting
Date & Time: Thursday, June 9, 2022 @ 10:00 a.m.
Location: Orleans County Legislature

Attendees:

Tracy, Pam, Legislators Draper, CAO Welch.

Agenda Item	Leader/Presenter	Discussion	Action
Monthly Reports	Pam & Tracy	Review of Recording Office and DMV monthly reports	Information only
Office Renovations	Tracy	Prentice will be installing our new work station on July 21st and 22nd. Work orders are in with Computer Services, DPW and Vendor - Avenu	Information Only
Personnel	Tracy	New Motor Vehicle Applications Examiner started on 6/8/2022 Been advised that one of our DMV Examiners will be retiring at the end of the year. Will ask to fill a vacant position in July	Information only

Respectfully submitted,

Tracy Cliff

6/9/22

Date

Committee: Personnel & Self Insurance

Date & Time: June 9, 2022 9:45AM

Location: Legislature Office

Attendees: Merle Draper, Katie Harvey, John C. Welch, Jr.

Agenda Item	Leader/Presenter	Discussion	Action
Quarterly OCSIP meeting is Monday, July 26 at 10:30AM	Katie		
NYSAC Salary Survey	Katie	The Salary Survey is due by June 21st.	Complete Salary Survey
Position Control for 2023	Katie	Our Office has started the Position Control for 2023	
Salary Review Report	Katie	The Committee will be ready to present our Salary Review Report for the June Meeting.	Present During Executive Session.
NYSASIC Board of Director's meeting June 23-24	Katie	Meeting to set the fall conference agenda	

Respectfully submitted,



Department Head Signature

6/9/22

Date

Committee: EAP

Date & Time: June 9 2022 9:40 AM

Location: Legislature Office

Attendees: Merle Draper, Katie Harvey, John C. Welch, Jr.

Agenda Item	Leader/Presenter	Discussion	Action
Minutes and Treasurer's Report for June	Katie		
Summer Picnic and Holiday Luncheon Dates	Katie	Picnic- June 14, 2022 (Next Week) Luncheon- December 14, 2022	
National Fitness Campaign	Katie	EAP Recommendations for location	
Outdoor Space	Katie	Employee Requests to utilize outdoor space	Submit Ticket to DPW

Respectfully submitted,


Department Head Signature

6/9/22
Date

Meeting: _____
Date & Time: _____
Location: Legislature

Attendees:

Agenda Item	Leader/Presenter	Discussion	Action

Respectfully submitted,

Date

Committee: Real Property

Date & Time: June 9, 2022 10:30 am

Location: Legislature Office

Attendees: Dawn Allen, Jack Welch, Lynne Johnson, Werte Graper

Agenda Item	Leader/Presenter	Discussion	Action
Equalization	Dawn Allen	Sample of tax rate calculations using new equalization and assessment.	N/A
724 Church St	Dawn Allen	Property Report	N/A
Town of Barre	Dawn Allen	Upcoming Retirement of Current Assessor	N/A

Respectfully submitted,



Department Head Signature

6/9/22
Date