

Committee: Comp. Svcs Admin & Finance

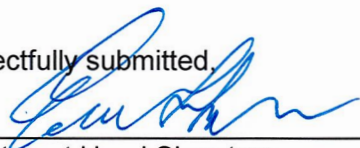
Date & Time: February 10th, 2022 - Rpt 2/3

Location: Legislature Office

Attendees: Lynne Johnson, Merle Draper, John Fitzak, Jack Welch, Bill Eick, Ed Morgan

<b>Agenda Item</b>	<b>Leader/Presenter</b>	<b>Discussion</b>	<b>Action</b>
Routine Maintenance	E Moss	The Department completed 254(286) work orders in the period 1/1/22 - 1/31/22, with 39 (34) current work orders open as of 2/1/22. Staff requested 298 (242) work orders in January. (###) = Previous Month.	See Attachment A for charted information versus past 11 months review.
Dell Leases Resolution - New	E Moss	2018 Rep and 2017 Missed - Product arriving and being imaged. 2019 Lease - 3050 - 2022 Replacement - initiating Dell Lease # 3 for 2022 for boxes only, Remaining parts and PCs will wait for 2023.	Discussion upon request
Resolution - New Resolution - New	E Moss	e-Biz-Docs server for Public Safety. Resolution required. HP Servers for Planning and DPW. Resolution required.	Discussion upon request.
Journal Voucher	E Moss	Journal Voucher for \$46,645.79 sent 1/4/22. Still not processed.	Discussion upon request.
	E Moss		Discussion upon request.
Resolution Resolution Resolution	E Moss	B&H Infrastructure replacement resolved 1/26/2022 - wait for Journal Vch. Netmotion Resolved. Purchasing asap - 1680.418. Sophos resolved. Purchasing in 1 month - 1680.418.	Discussion upon request.
Capital Updates	E. Moss	Gateway-resolved-in process; eBizDocs - setup for 2/23/22; GIS/DPW - setup for 2/23/22; MH Fire - planning for 3/23/22; Data Ctr backup AC - removed from '22 budget - moved to '23 budget	Discussion upon request.

Respectfully submitted,



Department Head Signature

2/10/2022

Date

**Meeting:** County Clerk Committee Meeting

**Date & Time:** Thursday, February 10, 2022

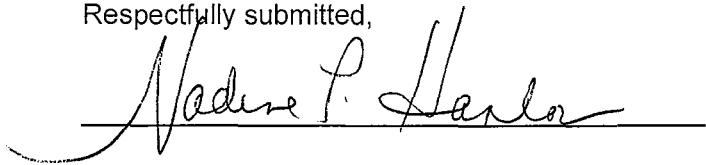
**Location:** Legislative Chambers

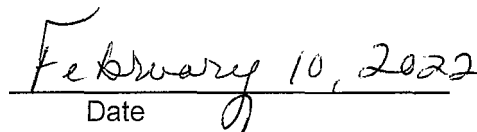
**Attendees:**

**Nadine Hanlon, Tracy Cliff, Pam Boyer, Lynne Johnson, Bill Eick, Skip Draper, John Fitzak, Ed Morgan, Jack Welch**

Agenda Item	Leader/Presenter	Discussion	Action
County Clerk Monthly Reports	Nadine and Tracy	Review Monthly reports of January	Informaiton Only
DMV Monthly Report	Nadine and Pam	Review Monthly reports of January	Informaiton Only
County Clerk Customer Counter Reconstruction	Nadine	Met with John Papponetti and working with Betsy from Prentice on Customer Window Options and then will get proposal together hopefully for March committee Meeting	Information Only
Lighting at County Clerk's Office	Nadine	Lighting at the County Clerk's Office is poor - bulbs are out, get changed and then blow quickly. Spoke with John Papponetti and he indicated we were not part of the lighting upgrade. Are there other options that we can look into for lighting?	Investigate options
Office Supply Back Orders due to supply chain issue.	Nadine	Pistol Permits Cards may be placed on hold due to a supply chain issue in getting Zebra Printer ribbons for our printer that Avenu uses with our software. Order placed in December was cancelled due to inability to get product. Order still awaiting from January 10th. Another Order placed is due Mid March.	Information only
NYSACC	Nadine	2022 Legislative Program - Top Priorities and Position Statements	Information Only

Respectfully submitted,

  
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Date

Committee: EAP

Date & Time: February 10, 2022 11:30 AM

Location: Legislature Office

Attendees: Merle L. Draper, William Eick, John M. Fitzak, Katie Harvey, Lynne M. Johnson, Edward Morgan, Lisa Stenshorn, John C. Welch, Jr.

<b>Agenda Item</b>	<b>Leader/Presenter</b>	<b>Discussion</b>	<b>Action</b>
Minutes and Treasurer's Report for January	Katie		
EAP Luncheon Dates	Katie	Summer Picnic 6/15/2022 Holiday Luncheon 12/14/2022	
Taste of Orleans Raffle	Katie	Spring Raffle consisting of restaurants throughout Orleans County.	

Respectfully submitted,

 2022-02-10

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Department Head Signature

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Date

Committee: Personnel & Self Insurance

Date & Time: February 10, 2022 11:45 AM

Location: Legislature Office

Attendees: Merle L. Draper, William Eick, John M. Fitzak, Katie Harvey, Lynne M. Johnson, Edward Morgan, Lisa Stenshorn, John C. Welch, Jr.

Agenda Item	Leader/Presenter	Discussion	Action
Quarterly OCSIP meeting is Tuesday, April 26th at 10:30 AM	Katie		
Annual W-2 statements	Katie	Municipalities have started to submit the W-2 reports for the excess insurance annual payroll audit.	
Salary Review	Katie	I have sent out the reminder to Department Heads that Salary Review requests are due by March 1, 2022	
Civil Service Annual Report	Katie	Due to NYS Civil Service at the end of February	

Respectfully submitted,



2022-02-10

Department Head Signature

Date

**Meeting:** \_\_\_\_\_  
**Date & Time:** \_\_\_\_\_  
**Location: Legislature**

**Attendees:**

Agenda Item	Leader/Presenter	Discussion	Action

Respectfully submitted,

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Date