

Committee: Comp. Svcs Admin & Finance

Date & Time: June 14th, 2023 - Rpt 6/1/23

Location: Legislature Office

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

<b>Agenda Item</b>	<b>Leader/Presenter</b>	<b>Discussion</b>	<b>Action</b>
Routine Maintenance	E Moss	The Department completed 345 (259) work orders in the period 5/1/23 - 5/31/23, with 119 (109) current work orders open as of 5/1/23. Staff requested 441 (367) work orders in April (###) = Previous Month.	See Attachment A for charted information versus past 11 months review.
Legislative Resolutions	E Moss	New EDR initiation. Leg Approval Required. Backup Internet Circuit Upgrade. Leg approval Required. Adding Digium Support Maintenance Contract. Leg Approval Required.	New Vendor is fine, BU Internet is fine, Phone support is fine.
Department Name Change Request	E Moss	Changing the name of the department from Computer Services to Information Technology.	Committee seemed amenable to this request. Checking with Personnel.
New VOIP Phone System	E Moss	Last meeting had vendor rep in to talk about new VOIP system. Awaiting Site Survey from Spectrum for Fiber Access to EMO.	Awaiting Spectrum Site Survey
List of Projects	E Moss	See additional page for Project List.	
Further Discussions	E Moss	Multi-Function Printer email offsite - Licensing acquired and all MFPs have email addresses applied.	Project finished.
Multi Factor Authentication	E Moss	Webmail access with MFA OTP complete. MFA for County Access from DSS awaiting policy publication. Quick Ref guide on OCINFO. MFA additional mobile authentication access still in testing in MFA Development.	Still working with development at MFA Vendor

Respectfully submitted,



Department Head Signature



Date

Committee: Personnel & Self Insurance

Date & Time: June 13, 2023 11:00AM

Location: Legislature Office

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

<b>Agenda Item</b>	<b>Leader/Presenter</b>	<b>Discussion</b>	<b>Action</b>
Quarterly OCSIP meeting is Wednesday August 2, 2023 at 10:30 AM	Katie		
Actuarial Report	Katie	Final Report has been completed. Electronic Copies have been sent.	
NYSASIC Board of Director's meeting June 29-30	Katie	Meeting to set the fall conference agenda	
Position Control for 2024	Katie	Our Office is working on the Position Control for 2024	
Management Compensation Plan 2024-2025	Katie	Discuss Potential Changes	Submit Resolution

Respectfully submitted,

  
Department Head Signature

6/13/23  
Date

Committee: EAP

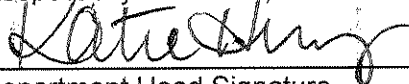
Date & Time: June 13, 2023 11:00AM

Location: Legislature Office

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

Agenda Item	Leader/Presenter	Discussion	Action
Minutes and Treasurer's Report from June	Katie		
Summer Picnic and Holiday Luncheon Dates	Katie	Picnic- Tuesday June 20, 2023 Luncheon- Wednesday December 13, 2023	
Summer Basket Raffle	Katie	Eighteen departments/units have donated a basket	E-mail Employees Pre-Sale information
Employee CPR Training	Katie	Public Health offered CPR training to eight employees at the end of May. Will schedule again in the fall.	

Respectfully submitted,



Department Head Signature

6/13/23

Date

**Meeting:** County Clerk Committee Meeting

**Date & Time:** Wednesday, JUNE 14, 2023 @ 9:45 p.m.

**Location:** Legislative Chambers

**Attendees:**

Nadine, Pam, Tracy, Legislators Draper and Fitzak; Chairman Johnson, CAO Welch

<b>Agenda Item</b>	<b>Leader/Presenter</b>	<b>Discussion</b>	<b>Action</b>
Monthly Reports	Nadine, Pam, Tracy	Review of Recording Office and DMV Monthly Reports	Information Only
DMV	Nadine and Pam	Employee left last month after we met - approved at May Meeting to fill - job has been offered. Another Employee is leaving 6/20/2023 to seek better employment - request to fill at June Legislature meeting	Resolution to fill vacancy on June Agenda.
DMV Staff Training	Nadine and Pam	Discuss Training Opportunities. Staff has trained 4 people in the last 2 1/2 years. Only 1 of them has stayed.	Discussion
New Vendor Updates	Nadine and Tracy	All recording data supplied to new vendor. Been working with Tyler this week on Journal accounts, house accounts and common filing names. Will be supplying them notary listing soon.	Information Only
Important Dates: Tyler Technologies Vendor Conversion		Go Live Date of December 4, 2023 No Recording/Filing - December 1, 2023	

Respectfully submitted,

**Nadine P. Hanlon**

**6/14/2023**

Date

Committee: Real Property

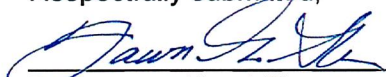
Date & Time: June 14, 2023 10:15 am

Location: Legislature Office

Attendees: Dawn Allen, Lynne Johnson, Merle Skip Draper, John Fitzak

<b>Agenda Item</b>	<b>Leader/Presenter</b>	<b>Discussion</b>	<b>Action</b>
Reassessment	Dawn Allen	Carlton, Kendall, Ridgeway and Shelby have finished up with Grievance this week and are working on balancing the rolls to file them on July 3rd.	N/A
Volunteer Fireman's Exemption	Dawn Allen		N/A

Respectfully submitted,

  
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Department Head Signature

June 14, 2023

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Date