

Meeting: Orleans County Clerk Committee Meeting
Date & Time: Thursday, May 12, 2022 @ 10:00 a.m.
Location: Orleans County Legislature

Attendees:

Nadine, Pam, Legislators Draper, Fitzak, Chairman Johnson, CAO Welch.

Agenda Item	Leader/Presenter	Discussion	Action
Monthly Reports	Nadine/Pam/Tracy	Review of Recording Office and DMV monthly reports	Information only
Office Renovations	Nadine	Prentice was here 5/10 for final measurements and walk through - we had a change order to put power strips behind each of our computer monitors for equipment we use for recording	Information Only
Personnel	Nadine	New Index Clerk started on 5/9/2022 Two applicants for DMV and will be interviewing soon	Information only

Respectfully submitted,

Nadine P. Hanlon

5/12/2022

Date

Committee: EAP

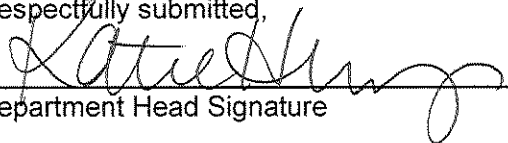
Date & Time: May 12, 2022 11:00 AM

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 for May	Katie		
Summer Picnic and Holiday Luncheon Dates	Katie	Picnic- June 14, 2022 Luncheon- December 14, 2022	
RFP for Mobile Vending	Katie	Reissued RFP- One Interested Vendor	

Respectfully submitted,


Department Head Signature

5/12/2022
Date

Committee: Personnel & Self Insurance

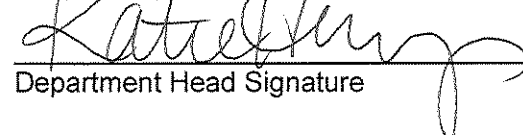
Date & Time: May 12, 2022 11:15 AM

Location: Legislature Office

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

Agenda Item	Leader/Presenter	Discussion	Action
Quarterly OCSIP meeting is Tuesday, July 26 at 10:30AM	Katie		
Actuarial Report	Katie	Final Report has been completed. Electronic Copies have been sent.	Electronic Copies sent
Electronic Monitoring Disclosure	Katie	Effective May 7th we must have new employees sign the disclosure, post the disclosure and update the Employee Handbook.	Resolution Needed
Newly Elected Official Civil Service Orientation	Katie	Village of Albion orientation Wednesday May 18th	

Respectfully submitted,



Department Head Signature

5/12/2022

Date

Committee: Real Property

Date & Time: May 12, 2022 10:30 am

Location: Legislature Office

Attendees: Dawn Allen, *William Eick, Jack Welch, Lynn Johnson, Merle Draper John Fitzak*

Agenda Item	Leader/Presenter	Discussion	Action
Reassessment 2022	Dawn Allen	Project status update	N/A
Tentative Assessment Rolls	Dawn Allen	Tentative Rolls have been filed on May 1st and posted on the website	N/A
BAR Training	Dawn Allen	In person training was held for the first time in two years on May 3rd.	N/A

Respectfully submitted,



Department Head Signature

5/12/2022

Date