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US: +1 646 558 8656 or +1 646 931 3860

Committee members: Ed Bronson, Bonnie Percy, Rick Willson, Dick Harper, Carlie Chilson, Mark Morris

- Ed & Dick will do the audit this month
- Approve minutes of the July meeting
- Public Comment

**Elections: Robert Brechko and Robert Schwarting**

Resolutions:
- Designate Help America Vote Day
- Proposing the Repeal or Amendment if Election Laws in so far they Adversely Affect Smaller Counties

- Issues of Significance or Needing to be Resolved
- Election Updates
- July Objectives Achieved
- August Objectives

**Soil & Water: Colby Petersen**
- Watershed Inspection/KWIC
- AEM-Agricultural Environmental Management
- Hydoseeding and Rock Work

**Cornell Cooperative Extension: Arlene Wilson**
- Program Updates

**IT: Tim Groth**
- Help Desk Calls
- Project updates

Resolution:
• Authorize I.T. Director to Purchase Stormwind Technical Training (Stormwind-Dallas, TX)

County Clerk: Lois Hall
• Providing report in person

Personnel: Kerry Brennan
• Collection for August

Resolutions:
• Adopt 2022 Non-Union Non-Exempt Employee Wage Schedule
• Adopt 2022 Non-Union Exempt Employee Salary Schedule
• Authorize Chairwoman to Sign Memorandum of Understanding (CSEA)

• Vacancy Report

County Administrator: Nonie Flynn
• County Office Building Hours – Request to keep at 8:00 a.m. – 4:30 p.m. year-round.
• Position Review Form – Deputy County Administrator.

Resolution:
• Authorize County Administrator to Create and Fill Deputy County Administrator Position.

Executive session if needed
To: Government Operations Committee
From: Bob Brechko, Rob Schwarting
Date: 7/27/2022
Subject: Monthly Report to be reviewed August Meeting

State Legislative Update: The State Legislature’s last day was 6/1 for this session
- Nothing new to report

Resolutions to be addressed:
- DESIGNATE HELP AMERICA VOTE DAY
- RESOLUTION PROPOSING THE REPEAL OR AMENDMENT OF ELECTION LAWS IN SO FAR AS THEY ADVERSELY AFFECT SMALLER COUNTIES

Issues of significance or needing to be resolved:
- An Overlapping Special Election for the 23rd Congressional district will be held along with a Primary for the 24th Congressional district on August 23rd.
- The unplanned and unbudgeted elections will have a fiscal impact and an impact on our work time constraints for the Deputies. The Deputies will exceed their limit in mid or late October.
- Party changes will be allowed up through and including Election Day. This will allow anyone to enroll in the Republican Party and cast a ballot on August 23rd.

Election Updates:
- As an economy measure we have staffed the August 23rd Elections with a reduced number of Inspectors.
- Early Voting will be in the Clerk’s Closing room. We have tried to use the BOE office for Early Voting in the past as a way to save money, but it created too much congestion and confusion in the BOE office.
- Also, the BOE has informed every voter of the August 23rd Elections by postal card.

July Objectives Achieved:
- Continued Beta Test of new expanded voter registration files and reporting capacities with NTS.
- Processed registrations that were held under state law until July 5th. Restarted Party Enrollment changes.
- Work with other Counties to get guidance from the state regarding blackout periods that might be applied leading up to the Federal Primary and Special Election.
- Reduced staff work hours as much as possible to conserve hours for the next three elections.
- Trained all on new procedures required by running overlapping elections
- Prepared unique ballot envelopes to differentiate overlapping streams of absentee ballots. Prepared, mailed and have been receiving multiple authorized absentee ballots.
- Accumulated data and started to prepare preliminary budget 2023.
• Created 2 draft Resolutions

August Objectives
• Conduct two error free elections and multiple audits.
• Prepare for the November General Election
• Prepare recertification tests and training for continuing Election Inspectors
• Complete County Mandated Training modules.
• Defend the BOE Budget
• Begin to estimate the Budget shortfall generated by new Election Law and the necessity of two unbudgeted elections in August

Incl: Resolution for Help America Vote Day
Resolution Proposing the repeal or amendment of Election Laws in so far as they adversely affect smaller counties

DESIGNATE HELP AMERICA VOTE DAY

WHEREAS, The United States Elections Assistance Commission has named August 16th as Help America Vote Day in the nation as an opportunity to publicize the continuous need for new Elections Inspectors in all States; and

WHEREAS, Yates County requires 90 to 108 faithful, continuing Election Inspectors to conduct the several federal, state, countywide, town, village and school elections and at present has only 78 returning Inspectors; and

WHEREAS twenty to twenty-four new Inspectors are typically trained each year to replace retiring inspectors and this July only 15 were available for training; and

WHEREAS the recent pandemic and influenza seasons have affected the willing service of some Inspectors, the need for Inspectors for the General Election in November is critical;

NOW, THEREFORE, BE IT RESOLVED, that this Legislature designates August 16th as Help America Vote in Yates County, and encourages all who are able to volunteer to become an Election Inspector; and be it further

RESOLVED, that copies of this resolution be provided to the Board of Elections, and all local media.

PROPOSING THE REPEAL OR AMENDMENT OF ELECTION LAWS IN SO FAR AS THEY ADVERSELY AFFECT SMALLER COUNTIES

WHEREAS, Yates County, as one of 34 New York counties with populations less than 200,000, bears a tremendous staffing and cost burden under “one size fits all legislation” that becomes Election Law; and

WHEREAS, one such law, CHAPTER 6 OF 2019, adopted 1/24/2019, creates nine days of early voting prior to any special, primary, or general elections and requires 66 hours of voting in at least one poll site in each county; and
WHEREAS, one such law, CHAPTER 441 OF 2019, adopted 10/30/2019, requires primary poll sites to be open an additional 12 hours; and

WHEREAS, several such laws beginning with CHAPTER 91, adopted 6/7/2020 modify the availability and allowable reasons for the use of Absentee Ballots and resemble “Vote by Mail” processes, create additional administrative burdens on staff, and divert voters from Election Day voting, thereby creating underutilization, increased costs and inefficiencies (expressed as cost per vote cast); and

WHEREAS, two such laws, CHAPTER 763 OF 2021, modified by CHAPTER 117 OF 2022, adopted 2/24/2022, create a lengthy and highly inefficient procedure for processing arriving absentee ballots twice weekly, in batches of as little as one ballot; and

WHEREAS, one such law, CHAPTER 781 OF 2020, adds an additional 12 hours of Early Voting to an already ineffective, burdensome and costly 66 hours of Early Voting; and

WHEREAS, Early Voting typically has generated very low turnout, such as 1.5% of registered voters for the State Primary held on June 28th, 2022; and

WHEREAS, the New York State Bar Association opposed Early Voting as a proposal that added nothing to turnout rates, instead diverted some voters from Election Day voting which is of no advantage for small to midsized counties and creates two systems with higher incremental cost; and

WHEREAS, Yates County, like many other small to midsized counties across the state, does not and never has had voters waiting in long lines on Election Day, but has had one three hour period of waiting in line on the first day of Early Voting when a political party held a well-attended rally adjacent to the Early Voting Poll Site; and

WHEREAS, it is reported by the Albany Times Union that State Board of Elections Co-Commissioner Kellner, appointed by the majority party in the Assembly, Senate and Governor’s Office stated: “It is a good idea to be analyzing the data and to determine whether the full staffing and hours for early voting for small turnout elections is appropriate; where the cost per voter is very high it’s worth taking a second look to see whether modifications should be made”; and

WHEREAS, there have been 115 new laws adopted and signed by the governor that affect the operations of the County Boards of Elections and many of them show the legislators’ ignorance of the efficient and effective administration of elections and complete disregard of input from Election Commissioners and Legislators in small to mid-size counties; and

WHEREAS, the preponderance of data collected in the three years since Early Voting was started show that it is a financial, staffing and administrative burden on all counties where there are small, non-contentious elections and very small primaries; and In some large counties during large General Elections, data shows that Early Voting may divert enough voters to be worthwhile; and

WHEREAS, the Senate Committee on Elections held hearings across the state on the conduct of Elections, during which there was a complete disregard of the many testimonies from Election Commissioners and spokespersons representing upstate Towns and Counties, such that there was no mention of the criticism of “One Size Fits All” pattern of legislation in the final report of the committee; and

WHEREAS, the primary election of June 28, 2022, where approximately 1.5% of registered voters voted early, is a clear example of the waste and burden imposed by legislation calling for long hours of early voting;
NOW, THEREFORE, BE IT RESOLVED, that Yates County does hereby request the amendment or repeal of the above cited Chapters of Laws that adversely affect the administration and expenses of Elections in small to midsized counties like Yates County; and be it further

RESOLVED, that copies of this Resolution be forwarded to the following and all others deemed necessary and proper:

- New York State Governor Kathy Hochul
- Senator Zellnor Myrie, Chair, Senate Committee on Elections
- Assembly Member Latrice Walker, Chair, NYS Assembly Committee on Election Law
- Senator Thomas O’Mara
- Assembly Member Philip Palmesano
- Intercounty Association of Western New York
- The New York State Legislature
- The NYS Association of Counties
- The NYS Association of Towns
- Co-Executive Directors Valentine and Stavisky of the New York State Board of Elections
- NYS Elections Commissioners Association
Watershed Inspection/KWIC:

District staff have conducted 250 inspections to date in the Towns of Barrington, Jerusalem, Milo, Torrey and the Villages of Dresden and Penn Yan. We anticipate completing 400 inspections in 2022. Staff have conducted 35 soils evaluations and reviewed 61 designs for new and replacement septic systems.

AEM-Agricultural Environmental Management:

Yates & Ontario County Soil & Water Conservation Districts held their joint summer workshop on Wednesday, July 20th at the Chester Martin farm on North Flat Street in the town of Benton. Twenty people were in attendance with great discussion. Tom Eskildsen from Yates and Tucker Kautz from Ontario lead the workshop in discussions on: Updated watershed management plans and the implications on the agricultural community, farmstead runoff control practices, barnyard projects, manure storage, diversion ditches, grassed waterways, and drainage amongst many others. Following almost 90 minutes of discussion with the group, attendees took a wagon ride to look at the various projects implemented on local farms. The main goal of the workshop was to have open discussion with the local farming community on a common goal of preserving their farms and watershed which are one and the same.

Hydroseeding and Rock Work:

Staff have applied 47 loads of hydroseed to 24 sites. Due to the drought conditions, straw mulch will be utilized for seeding jobs until September.

Through the use of FLLOWPA (Finger Lakes-Lake Ontario Watershed Protection Alliance) funding, the County Highway Department was able to rock line 900 feet of road ditch on East Sherman Hollow Rd. FLLOWPA funds covered the medium sized limestone rock at a cost of $14,746. The Town of Milo is completing a similar project on Rice Rd for $9440.
Meetings – Meeting with Arlene (6/21)

Webinars/Trainings – None

In Person Programming
- June 22nd – Rabbit Workshop – 11Y, 9A
- June 25th – IDEA Collective Workshop – 7Y, 5A
- June 26th – Dog Obedience – 5 Y, 3 A
- June 27th – Fair Clean Up – 6Y, 3A
- June 29th – 4-H at Rainbow Junction – Mini Pizzas – 18Y
- July 1st – Dog Obedience – 2Y, 1A
- July 5th – Fair Clean-Up – 5Y, 3A
- July 6th – 4-H at Penn Yan Library – Oil Spill – 8 Y
- July 7th – Fair Clean-Up – 3Y
- July 8th – Dog Obedience – 3Y, 2A
- July 10th – County Fair Exhibit Hall Judging – 16Y, 18A
- July 12 – 4-H Rabbit Show – 9Y
- July 12th – 4-H Pet Show – 3Y
- July 13th – 4-H Goat Show – 3Y
- July 13th – 4-H Poultry Show – 3Y
- July 14th – 4-H Mini Horse Show – 3Y
- July 15th – 4-H Dairy Show – 4Y
- July 15th – Kids Day Activities – Still tabulating
- July 16th – 4-H Dog Show – 2Y
- July 17th – Fair Clean-Up – 3Y
- July 20th – 4-H at Rainbow Junction – Oil Spill – 18Y

Project Kits/Subscriptions
- Prepping for Summer Kits - 12 families, 29 youth

Oct-June Program Update

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<td>Oct–June Adult Contacts</td>
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*These are contacts, not unique youth/adults
*Important to note that opportunities and participation are increasing, despite a 50% reduction in youth programming staff

Publications/Promotion
- E-blast sent to 4-H families and partners on June 22nd, 23rd, 29th and 30th, and July 6th and 7th.
Projects Completed

- **Everything County Fair** prep – organization for animal science shows, secured exhibit hall judges and provided communication for judging, secured judge’s checks, worked with Britt to order ice cream, a new freezer for the Dairy Bar, and Dairy Bar supplies, accepted delivery of new dairy bar freezer, transported ice cream order, organized judge’s dinner, created a dairy bar schedule and additional youth teen leader schedules throughout the week and MUCH more.

- Held Yates County Fair – **4-H Dairy Bar sold out of ice cream!**

- Summer Programming – Set a July workshop with IDEA Collective, have a date set for a 4-H summer Award Trip, scheduled July and August geo-caching group meetings, organizing summer kits.

Projects in the Pipeline

- 4-H Newsletter update to Mail Chimp
- 4-H Summer program planning – International Harvester Field Trip, Horse Show Date, and August workshop
- Summer Boredom Buster Kit assembly
- Teen Council Scholarships
- Paper Clover Fund Spreadsheet
- County Fair vouchers and additional wrap up
- NYS State Fair Prep

Upcoming Events

- July 27th – 4-H at Rainbow Junction
- July 27th – 4-H Geo-Caching Workshop
- July 27th – 4-H at the Branchport Library (Oil Spill)
- July 28th – 4-H at the Dundee Library (Oil Spill)
- July 29th – IDEA Collective Workshop – Paper Sculptures
- August 1st – 4-H at the Penn Yan Library (Plastic Pollution)
- August 3rd – 4-H at Rainbow Junction
- August 3rd – 4-H at the Branchport Library (Plastic Pollution)
- August 4th – 4-H Geo-Caching Group Meeting
- August 4th – 4-H at the Dundee Library (Plastic Pollution)
- August 8th – 4-H Award Trip to Roseland Waterpark
- August 10th – 4-H at Rainbow Junction
Yates CCE: Agriculture/Horticulture Educator Report June/July

Calls/Emails/Queries:

- Master Gardener program
- Available gardening classes
- Insect identification (billbug)
- Seedling identification (black walnut)
- Insect pest identification (fourlined plant bug)
- Squash borers- when to remove row covers from squash plants
- Lawn weed management
- Brown marmorated stink bug management
- Soybean aphid management
- Squash flowers- male vs females
- Grass seed selection for dry location
- Ecological weed management
- Master Gardener program
- Millipedes in basement

In-Person visits:

- Lauren Shaw Orchard Visit 6/27
- Martens Farm- Mexican bean beetle scouting for sustainable cropping systems research project: “Pediobius wasp release to control Mexican bean beetle” 7/6 and 7/19
- Lawson farm- soybean aphid IPM scouting 7/5
- Organic vegetable farm cooperative farm walk with CVP and Rodale Institute 6/29

Workshops, publications, and projects:

- Career event at Penn Yan Public Library 7 children, 2 adults 7/8
- Yates County Farm Update- published 6/22, 6/29, 7/7, 7/15
- Children’s educational garden beds maintenance at the Penn Yan Elementary School
22 garden beds being maintained by Master Gardeners and MG Coordinator, Cheryl Flynn at the Penn Yan Community Garden (4 beds for Milly’s Pantry donations, 4 beds for Elks Grant children’s garden beds, beds for the Cornell Vegetable Variety Trials and beds for Keuka Food Pantry donations.

**Trainings, Meetings and webinars of note:**
- CCE cut flower work team educator meeting- 6/22
- Yates Farm Safety Day organizational meeting- 7/5
- Farmland Protection Board meeting 7/8
- Farmland Protection RFP interviews [3] in person 7/21

**Projects in the Pipeline**

**July**
- Seed to Supper Continuing Education- Garden check-in and troubleshooting 7/27, 10am
- Vacation time: 7/11-7/15

**August**
- Yates Farm Safety Day, Saturday 8/13
- GAPs training with the Cornell Vegetable Program and CCE Seneca 8/25

**September**
- Growing Great Garlic class at Our Town Rock, Saturday 9/17
- Penn Yan Community Garden Open House event- date tba
- Weed management workshop- date tba
TANF Program Report June 15 - July 15, 2022:

**Workshops Series:** [with Yates Workforce Development]-

3 of the 4-week series of WF/CCE workshops were presented in person

- June 22, 29, and July 13. The 4th workshop is scheduled for July 20.

The materials/information presented are designed to increase financial knowledge/management and life skills.

- 6/22- 4 participants - Workshop Topic: Community Resources
- 6/29- 3 participants - Workshop Topic: Paycheck Power Booster Calculator

**TANF Life Skills 1:1 Program**

- 12/18 families have completed the program as of June 9, 2022.

**Past Program Families 2020-**

[2] Two Families provided information on free school (Yates County residents) supplies distribution in later August. 1

**Community Outreach:**

- June 30 – educator promoted the TANF Life Skills program at Vineland Apartment Resource Fair.

**Natural Resources Report: June/July 2022**

**Site Visits, Calls and Emails:**

- 6/22: Met with individual regarding advice on native garden
- 6/24: Met with individual about a possible tree of heaven and spotted lantern fly
- Received 6 calls/emails about the shoreline monitoring program/HABs
- Received 2 calls about Spongy Moth- went on visits to each
- Received 12 emails/calls for the MFO program- scheduled 10 MFO visits within region
Meetings/In-person Education:
6/16: Great Lakes Aquatic Landing Blitz Training
6/27: Meeting with Mitch O’Neil from DEC to discuss collaboration on iMap invasives work and programs
6/29: Finger Lakes Forecast Webinar: The Role of Land Use in Harmful Algal Blooms
7/1: Yates Co. MFO volunteers Monthly Meeting with to discuss upcoming woods walk and visits conducted
7/6: Stream Sampling with the KLA volunteer Stream Team
7/7: Starry Stonewort surveying in Sugar Creek and North End Marina for upcoming DASH harvesting
7/8: Filming at Penn Yan Boat Launch for AIS awareness video as part of the GL AIS Landing Blitz
7/11: MFO Regional Director monthly meeting to discuss visits and program planning
7/11-7/15: DASH (diver-assisted suction harvesting) for Starry Stonewort

Upcoming:
Aquatic Invasive Species Paddle and Talk with FL-PRISM and the Finger Lakes Museum- August 20
Water Quality and CSLAP testing throughout the summer into the fall
Influx in MFO volunteer visit requests due to postcard mailing- continued visit requests
Conservation Field Day

Yates CCE: Promotions & Marketing/Sr. Administration (Maggie Mahr July 2022

Customer Service:
Calls/Emails/Facebook Messages:
- 4-H (3 call)
- FLGP (5 calls)
- Master Gardener Program (3 calls)
- Ag Programming/Pesticide Applicator Course (2 calls)
- Cornell Vegetable Program (2 calls)
- Association General Information (5 calls)
- Natural Resources/Invasive Species (5 calls)

County Office Building Visits:
- 4-H Visits (5 in-person visits)
- Master Gardener Visits (2 in-person visit)
- Association Visits (3 in-person visit)
- Natural Resources/Invasive Species (1 in-person visit)
- TANF (1 in-person visits)

Trainings/Webinars:
- Lunch and Learn: Enhancing Collaborations between Campus, County Associations, and Community Organizations (7/13/2022)
- Impact Collaborative Extension Skills: How to Create Engaging Social Media Content (7/14/2022)

Community Meetings:
- Keuka Lake Association Annual Meeting (7/9/2022)
- FLX/WNY Communications Team Meeting (7/19/2022)

Community Outreach (Indirect Contacts)
- CCE-Yates County Main Website (yates.cce.cornell.edu)
  - 498 new users (88%)
  - 527 total viewers (12% Returning Visitors)
  - 1,133 pageviews total (increased by 37 views)

- CCE-Yates County Facebook Page (facebook.com/CCEYates)
  - 927 total followers (increased by 2 followers)
  - 9,146 post reach (1.2% decrease)
  - 1,222 Video Views (56.5% increase)

- CCE-Yates County Twitter Page (twitter.com/CCEYates)
  - 365 total followers (increased by 1 follower)
  - 296 profile visits (164.3% increase)
  - 334 Tweet Impressions (41.6% decrease)
    *(how many times Twitter users have seen CCE-Yates tweets over a 28-day period)*

  - 54 video views (increased by 32 views)
  - 12 subscribers (increased by 1 subscriber)
  - 838 Impressions
    *(How many times video thumbnails were shown to viewers. Includes only impressions on YouTube, not on external sites or apps.)*

- Yates County 4-H Facebook Page (facebook.com/YatesCounty4H)
  - 607 total followers (increased by 1 follower)
  - 5,261 total post reach (37% increase)
  - 46 Video Views (4500% increase)
- Master Forest Owner Program- Northwest Region
  - 267 total followers (increased by 5 followers)
  - 192 total post reach (86% decrease)
  - 6 Video Views (82% decrease)

- "Info Agricultura" (WhatsApp group dedicated to sharing Ag information in Spanish)
  - 12 members as of 7/15/2022

- Extension Corner Column
  - Chronicle Express (Penn Yan) – 3 articles published.
  - Dundee Observer- 3 articles published
  - Finger Lakes Times- 1 article published

- Gardening Matters Quarterly Publication
  - 50 total subscribers as of 7/15/2022

- Yates County Farm Update Weekly Publication
  - 50 total subscribers as of 7/15/2022

Projects in the Pipeline/Completed

- 4-H Solar Recipes Booklet (Deadline 7/27/2022)
- 4-H Candle Making Workshop Promo (Deadline TBD)
- Garlic Growing Workshop Promo (Deadline TBD)
- PY Community Garden Event Promo (Deadline TBD)
- 4-H Summer 2022 Family Fun Guide Update (95% Complete)
- Soil & Water Newsletter Development (Deadline TBD)

- Gardening Matters Summer Newsletter Design/Mailing (Completed)
- Protecting Trees from Spongy Moth Video Demo (Completed)
- Community Resource Fair Activity Sheet (Completed)
- HeatSmart FLX South Summer Open House Series Outreach Tracking (June-September 2022)
- Great Lakes Blitz KLA Week Social Media Campaign (Completed 7/10/2022)
- Gardening Matters Day Presentation Video Miniseries (5% Complete)
- 4-H Idea Collective Workshop Promo Flyers (Ongoing workshop series)

- 2022 Article/Radio Spotlight Scheduling (as needed)
- SNAP-Ed Recipe Book Printing/Distribution (New booklets designed monthly, printed as needed)
- CCE-Yates Social Media Content Curation Project (as needed)
- Archiving Extension Corner Articles (as needed)
- CCE-Yates County Website & Social Media Updates (as needed)
MEMORANDUM

To: Government Operations Committee

From: Tim Groth
I.T. Director

Date: July 28, 2022

Re: Report for July 2022

SUMMARY

• Help-Desk calls
  - In the month of June, the I.T. Help Desk took in 269 calls

• I.T. Project Update Summary
  - Setup MDM on all BYOD and other County owned devices
  - Risk Remediation
  - MUNIS Upgrade
  - External Digital Sign
  - Technical Training Course
  - NYS Cyber Security Initiative

• 2022 Help Desk Tickets Quarterly Report

• Resolutions
  - AUTHORIZE I.T. DIRECTOR TO PURCHASE STORMWIND TECHNICAL TRAINING
Project Updates

- **Setup MDM on all BYOD and other County owned devices**

  We are moving forward with installing the MDM solution on all approved BYOD and company owned devices that are currently receiving County email.

- **Risk Remediation**

  Through the month of July and ongoing, the IT staff are mitigating risks identified via the Qualys scanning solution. We have been working with our 3rd party support vendor, Entre Computer Services to assist with expediting some of the higher-level concerns. These efforts will continue to enhance the software and hardware security with best practices. The process has identified some older legacy hardware that is unable to upgrade to meet the higher security requirements, which in turn is requiring replacement of the equipment where needed. I have started the process of ordering some equipment that will fit into my budget, however there will need to be further discussion related to other hardware that could require replacement.

- **MUNIS Upgrade**

  The Munis upgrade of the TEST Database to Enterprise ERP (Munis) version 2021.5 commenced the week of 6/27/22 and has been completed. We have started the mandatory testing of the new installation in the Finance department and at the Public Safety Building. We will then need to schedule our Train + Production upgrade, but they recommend at least six-twelve weeks of testing time after our Test upgrade.

- **External Digital Sign**

  With the installation of the new County Digital Sign installed by Buildings & Grounds, I have had Chad working on creating and testing new content and working with Emily in Public Health for additional training. Chad has been able to create some great content and has a good handle on what works best for viewing. We are discussing options on creating an Intranet calendar for this sign to manage how and when content will be displayed.

- **Technical Training Course**

  I have been working on locating some additional training courses for my staff and other departments staff as well. The I.T. environment is constantly changing and it becomes challenging to keep my staff trained and up to date on critical infrastructure software. I also have identified other needs for ongoing Microsoft Office training. I am recommending a subscription to Stormwind Ultimate Access (3) users and (5) Desktop Application Training.

- **NYS Cyber Security Initiative**

  Governor Hochul recently announced that every county in New York State may access endpoint detection and response (EDR) services at no cost, provided by the State’s Joint Security Operations Center (JSOC). Please see additional information provided on this offering included with my report.
## 2022 Help Desk Tickets Quarterly Report

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AUTHORIZE I.T. DIRECTOR TO PURCHASE STORMWIND TECHNICAL TRAINING
(Stormwind – Dallas, TX)

WHEREAS, I.T. has identified a solution to provide high level technical training to I.T. staff in addition to providing desktop applications training to other department staff; and

WHEREAS, I.T. has vetted a solution and recommends moving forward with the purchase of a two (2) year subscription to the Stormwind Ultimate Access for (3) users and the Desktop Application Training for (5) users at a cost of $3,000.00; and

NOW, THEREFORE, BE IT RESOLVED, that the Director of I.T. is authorized to purchase the subscription to the Stormwind Ultimate Access for (3) users and the Desktop Application Training for (5) users at a cost of $3,000.00; and be it further

RESOLVED, that a copy of this resolution be given to the I.T. Director and the Director of Finance.
NYS To Provide Cyber Security Shared Service: Joint Security Operations Center EDR

CrowdStrike Endpoint Detection and Response (EDR) is the initial Joint Security Operations Center (JSOC) shared service, which will enable counties and some cities* to improve their individual security posture and the collective New York cyber landscape.

What is EDR?

- EDR is a set of cybersecurity tools designed to detect and remove forms of malicious activity (e.g., malware, ransomware attacks) on a network.

How will EDR Improve Security?

- EDR can help detect and eliminate malware that traditional antiviruses and security measures cannot.
- Implementation of JSOC EDR services will contribute to the establishment of a centralized hub for cyber information sharing, continuous monitoring, and threat analysis/remediation.

Who is the EDR Solution For?

- EDR will be an integrated solution for counties and some cities* to protect New Yorkers from cyber threats.

JSOC EDR Solution Overview

Step 1
NY city/county subscribes to EDR service

Step 2
NYS approves subscriber and onboards city/county

Step 3
EDR agent installed

Step 4
Behavioral analysis detects malicious actors

Step 5
Malicious activity reported

Step 6
Threats and risks categorized

Step 7
Data processed to provide security alerts

Step 8
Analysts review threat information and alerts

Benefits of the CrowdStrike EDR Solution

JSOC EDR at No Cost – No Additional Funding Required
Funding for JSOC EDR is intended to be recurring and at no cost to NY counties and cities*. This cybersecurity program helps achieve security goals while managing risk. Free services means teams can focus on other tools and services to support critical needs.

Detection and Categorization of Suspicious Activity
Observing and monitoring endpoints help identify potential cyber threats (e.g., malware, ransomware attacks) and issues in real-time. EDR examines, identifies, and eliminates threats across endpoints as cyber attacks have increased in complexity and are difficult to track from one endpoint.

Data Analytics for Threat Intelligence
Data analytics tools improve assessment capabilities and uncover deep threat intelligence insights from endpoint behavior. These tools detect malware with polymorphic codes which keep evolving and can go undetected by normal security measures.

Real-Time System Threat Alerts
System administrators are alerted of incoming threats in real-time, rather than waiting for scheduled reports or processing.

Incident Response Assistance
Log data from networks, clouds, and devices across organizations are consolidated and used for incident response. The increased coordination of response efforts leads to greater effectiveness and efficiency with incident response assistance.

Compatible with Other Security Tools
EDR is lightweight, non-intrusive, and integrates with other security tools. The minimal footprint on endpoints enables other security measures to persist.

Note*: NY cities eligible for the JSOC EDR service roll out include Albany, Buffalo, Rochester, Syracuse, and Yonkers.

Q. Who is NYS contracting with to provide this service?

A. NYS is contracting with CrowdStrike. Falcon Endpoint Protection unifies the technologies required to stop breaches, including antivirus/EDR, managed threat hunting, and threat intelligence, delivered via a single lightweight agent.

Q. How long is the state committed to this project?

A. New York State has made an initial three-year commitment to this program and intends to continue funding the program after the initial three years. The initial JSOC EDR offering is funded through a recurring appropriation.

Q. What data will be collected within EDR and shared with the JSOC and NYS?

A. Security telemetry metadata is collected from endpoints. Metadata may include how and when a device or network is being used, login times and attempts, registry keys, types and versions of operating systems, browsers, and information about software applications. The collected logs with data are then normalized in the CrowdStrike platform and data that is not required for analysis is removed. Data logs will be collected and stored for an appropriate amount of time for retroactive analysis when suspicious activity is identified. Only JSOC and an individual entity will have access to that entity’s data.

Q. Where will the data be stored?

A. Log data is exported to secure cloud buckets. This setup enables the ingestion of security telemetry data with minimal operational overhead. Additional data sources can be onboarded via the cloud platform. CrowdStrike data is stored in its highly secure FedRAMP GovCloud which remains inside the United States with only United States personnel having access.

Q. How will my data be protected and access to the data restricted?

A. JSOC uses CrowdStrike which offers a FedRAMP-authorized, cloud-delivered solution that provides unrivaled protection and helps meet the strictest federal standards. JSOC also utilizes CrowdStrike Customer Identification (CIDs) to secure and segment data to prevent unauthorized exposure (see FAQ – ‘What Data will be Collected?’ above for more details). Data will be handled in accordance with compliance standards, NYS policies, and other applicable laws and policies (e.g., Criminal Justice Information Services Policy (CJIS) for CrowdStrike).

Q. Which CrowdStrike modules are included in the state contract?

A. The modules included in the contract are Falcon Endpoint Protection, Falcon Insight, Falcon Platform, Falcon Prevent, Falcon Discover, Falcon Overwatch, Falcon Spotlight, Device Control, Falcon Firewall Management, Falcon X Premium, Falcon X Premium Elite, Falcon Forensic, Falcon Sandbox, Elite Support, CrowdStrike Training Credits, CrowdStrike University, Customer Access Pass, and Falcon Operational Support.
Key modules to highlight include the following:

<table>
<thead>
<tr>
<th>PRODUCT NAME</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>Falcon Insight (Platform)</td>
<td>• Continuously monitors all endpoint activity</td>
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<td>• Analyzes data in real time to automatically identify threat activity, enabling it to both detect and prevent advanced threats as they happen</td>
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<tr>
<td>Falcon Prevent</td>
<td>• CrowdStrike’s cloud-native next-gen antivirus protects against different types of attacks from commodity malware to sophisticated attacks</td>
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<tr>
<td>Falcon Discover</td>
<td>• Identify and track computers and applications on their network</td>
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<td>• Monitors and inventories systems, application usage and user account usage in real time</td>
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<td>Falcon Overwatch</td>
<td>• Managed threat hunting service</td>
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<td>• Provides 24/7 continuous human analysis to hunt for anomalous or novel attacker trademark that is designed to evade standard security technologies</td>
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<tr>
<td>Falcon Spotlight</td>
<td>• Provides security teams a real-time assessment of vulnerability exposure on their endpoints</td>
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<tr>
<td>Falcon Forensic</td>
<td>• Triage data collection solution that allows incident responders to react more quickly to investigations</td>
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<td></td>
<td>• Conduct compromise assessments, threat hunting and monitoring</td>
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<tr>
<td>CrowdStrike University Customer Access Pass</td>
<td>• Access to training via CrowdStrike</td>
</tr>
<tr>
<td>Falcon Operational Support</td>
<td>• Expert advice on the optimization and operation of the CrowdStrike Falcon platform</td>
</tr>
<tr>
<td>Falcon X Premium Elite</td>
<td>• Access to an intelligence analyst to help defend against adversaries targeting your organization</td>
</tr>
<tr>
<td>Falcon X Premium</td>
<td>• Threat intelligence subscription</td>
</tr>
<tr>
<td></td>
<td>• Enables organizations to predict and prevent nation-state, eCrime and hacktivist attacks</td>
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</tbody>
</table>

Q. Can my organization still take advantage of this offering if I already have EDR through another vendor?

A. Yes. If you wish to maintain your EDR solution with a different vendor, compatibility with the central JSOC solution will need to be tested during enrollment. However, New York State will not be issuing any reimbursements for any payments pursuant to an already signed contract for services. Please contact DHSES at EDR@dhses.ny.gov for further questions and coordination.

Q. If I already have EDR through another vendor, can I switch to the CrowdStrike EDR solution to be provided under this program?

Yes. Your organization may decommission its existing EDR solution and utilize the CrowdStrike EDR solution instead. However, New York State will not be issuing any reimbursements for any payments pursuant to an already signed contract for services.

Q. Can I still participate in this offering if I currently have a CrowdStrike EDR solution (e.g., CrowdStrike complete)?

A. Yes, your CrowdStrike solution can be configured to forward telemetry data to the JSOC central logging system and receive 24/7 SOC support (e.g., cyber threat alerts) through JSOC. However, New York State will not be issuing reimbursement for any payments pursuant to an already signed contract for services.

Q. Will I be reimbursed if I have already paid CrowdStrike pursuant to a contract for services?

A. No, there will be no reimbursements for any payments pursuant to an already signed contract for services.

Q. What is an endpoint for the purposes of this offering? Which endpoints are supported?

A. An endpoint is any physical device that can be connected to a network. Endpoints that are supported for this offering include servers, computers, and laptops.
Q. Do I need to agree to include all my endpoints, or can I pick and choose which ones are included?
A. The expectation is that all city/county endpoints supported by the program (e.g., servers, computers, laptops) will be included in the CrowdStrike EDR solution.

Q. I am ready to move forward with deployment immediately. What is the timeframe for the deployment?
A. The deployment of the JSOC EDR solution will begin after the intergovernmental agreement is signed, the JSOC EDR sign up portal steps are completed, and approval is received from NYS. The CrowdStrike Platform Operations team will then schedule a kickoff for deployment where all pre-deployment items will be covered.

Q. My county provides EDR services to local governments within the county at a cost. Will those endpoints be covered by this offering?
A. Local government endpoints that receive EDR protection through the county may be covered by this offering. Please ensure that this information is included in your JSOC EDR portal submission for eligibility determinations and additional discussion.

Q. How will this fit into the overall JSOC plan?
A. The JSOC is a centralized, statewide Security Operations Center (SOC) that will provide SOC services to local governments and government partners. The JSOC will provide stakeholders with a holistic view of the state’s cyber environment, risks, and threats. The data provided by this EDR offering will help inform that holistic view and ensure the state can quickly and efficiently provide cybersecurity incident prevention, response, remediation, and/or recovery support to participating entities.

Q. Whom do I contact with questions/concerns?
A. All inquiries should be directed to DHSES using the following email address: EDR@dhses.ny.gov
This is to update you on the recent activity of the Personnel Office.

COLLECTION FOR AUGUST –

For August we will collect body soap.

RESOLUTIONS –

ADOPT 2022 NON-UNION NON-EXEMPT EMPLOYEE WAGE SCHEDULE

WHEREAS, Resolution 457-21 was duly adopted on December 13, 2021 adopting the Non-Union Non-Exempt Employee Wage Schedule; and

WHEREAS, the resolution is in need of an amendment due to recent action taken by the County Legislature;

NOW, THEREFORE, BE IT RESOLVED, that effective June 13, 2022, “Senior Account Clerk Typist (Planning)…$35.00” be amended to “Project Manager…. $45.00”; and be it further

RESOLVED, that copies of this resolution be given to the Personnel Officer, County Administrator and Director of Finance.

ADOPT 2022 NON-UNION EXEMPT EMPLOYEE SALARY SCHEDULE

WHEREAS, Resolution 456-21 was duly adopted on December 13, 2021 adopting the Non-Union Exempt Employee Salary Schedule; and

WHEREAS, the resolution is in need of an amendment due to recent action taken by the County Legislature;

NOW, THEREFORE, BE IT RESOLVED, that effective July 11, 2022, “Deputy Highway Superintendent…$61,974” be amended to “Deputy Highway Superintendent…. $66,350”; and be it further

RESOLVED, that effective August 8, 2022, the following be amended;

a) “Deputy Director of Public Health….$67,000” to “Deputy Director of Public Health…$69,000”;
b) “Director of Emergency Management” to “Director of Emergency Services”

and be it further
RESOLVED, that copies of this resolution be given to the Personnel Officer, County Administrator and Director of Finance.

AUTHORIZE CHAIRWOMAN TO SIGN MEMORANDUM OF UNDERSTANDING (CSEA)

WHEREAS, Local Law 3-2022 created and replaced the existing Department of Emergency Management by establishing the Department of Emergency Services and therefore the Director of Emergency Services has requested to reclassify the job title of Deputy Director of Emergency Management to Director of Emergency Services; and

WHEREAS, it is necessary to add the said position to the current CSEA collective bargaining agreement replacing the existing job title, Deputy Director of Emergency Management;

NOW, THEREFORE, BE IT RESOLVED, that effective August 8, 2022 the Chairwoman of the Legislature is hereby authorized to sign a Memorandum of Understanding with the CSEA regarding the replacement of the job title of Deputy Director of Emergency Management to Director of Emergency Services under Group X of the current collective bargaining agreement; and be it further

RESOLVED, that copies of this resolution be given to the Director of Emergency Services, CSEA Union President, CSEA Union Representative, Personnel Officer, County Administrator and Director of Finance.
**PERSONNEL OFFICE VACANCY REPORT**

**New hire orientation and paperwork processing for new hires takes roughly 2 hours per person**

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<th>Personnel Status</th>
<th>Vacancy Start Date</th>
<th>Position Status</th>
<th>New Hire – Recent Activity</th>
<th>Current Staffing Level</th>
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<td>DOH 7/11/22</td>
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<td>Correction Officer</td>
<td>A3150.51820</td>
<td>YCSO – Jail</td>
<td>FT – 40 Hrs</td>
<td>5/23/22</td>
<td>Recruiting. (Active eligible list + new exam given 6/25/22)</td>
<td>0</td>
<td>30</td>
</tr>
<tr>
<td>Correction Officer</td>
<td>A3150.51807</td>
<td>YCSO – Jail</td>
<td>FT – 40 Hrs</td>
<td>6/19/22</td>
<td>Recruiting. (Active eligible list + new exam given 6/25/22)</td>
<td>0</td>
<td>30</td>
</tr>
<tr>
<td>Correction Officer/Court</td>
<td>A3190.5XXX</td>
<td>YCSO – Court</td>
<td>FT – 40 Hrs</td>
<td>New</td>
<td>Promotion TBD. (Active List expired 11/2021 – Exam ordered waiting to be scheduled).</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Deputy Director of PH</td>
<td>A4010.51153</td>
<td>Public Health</td>
<td>FT – 40 Hrs</td>
<td>8/19/22</td>
<td>Vacancy Review in August</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Highway Superint.</td>
<td>D5010.51119</td>
<td>Highway</td>
<td>FT – 40 Hrs</td>
<td>5/1/22</td>
<td>Promotion 7/12/22</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Deputy Sheriff</td>
<td>A3110.51750</td>
<td>YCSO – Road</td>
<td>FT – 40 Hrs</td>
<td>3/12/22</td>
<td>Recruiting. (Active eligible list + new exam to be given 9/17/22)</td>
<td>0</td>
<td>13</td>
</tr>
<tr>
<td>Deputy Sheriff – Investigator</td>
<td>A3110.51737</td>
<td>YCSO - CID</td>
<td>FT – 40 Hrs</td>
<td>5/2/22</td>
<td>Promotion TBD. (Active eligible list + new exam to be given 9/17/22)</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Emergency Services Dispat.</td>
<td>A3021.51712</td>
<td>YCSO – E911</td>
<td>FT – 40 Hrs</td>
<td>6/2/22</td>
<td>Job Offer Made. (Active eligible list – exams given 1/2021 and 1/2022)</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Public Health Nurse/RN</td>
<td>A4010.51341</td>
<td>Public Health</td>
<td>FT – 35 Hrs</td>
<td>11/12/21</td>
<td>Recruiting</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Secretary to DA</td>
<td>A1165.51109</td>
<td>District Attorney</td>
<td>FT – 35 Hrs</td>
<td>7/1/22</td>
<td>DOH 7/25/22</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Social Services Program Examiner</td>
<td>A6010.51395</td>
<td>DSS</td>
<td>FT – 35 Hrs</td>
<td>7/20/22</td>
<td>Promotion 7/20/22</td>
<td>1</td>
<td>13</td>
</tr>
</tbody>
</table>

**TOTAL (Including part-time):** 4

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**Continuous Recruitment**

(Applications are accepted on a continuous basis)

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Account Number</th>
<th>Department</th>
<th>Personnel Status</th>
<th>New Hire - Recent Activity 7/2022</th>
<th>Current Staffing Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corrections Officers</td>
<td>A3150.51990</td>
<td>YCSO – Jail</td>
<td>Part Time</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Corrections Officers</td>
<td>A3190.51981</td>
<td>YCSO - Court</td>
<td>Part Time</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Deputy Sheriff</td>
<td>A3110.51985</td>
<td>YCSO – LE</td>
<td>Part Time</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Dispatcher</td>
<td>A3021.51986</td>
<td>YCSO – Dispatch</td>
<td>Part Time</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cook</td>
<td>A3150.51975</td>
<td>YCSO – Jail</td>
<td>Part Time</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Marine PO</td>
<td>A3110.51995</td>
<td>YCSO – LE</td>
<td>Seasonal</td>
<td>0</td>
<td>8</td>
</tr>
</tbody>
</table>

**Positions on Hold**

(Position are vacant and on hold, no action being taken)

<table>
<thead>
<tr>
<th>Vacant Position</th>
<th>Account Number</th>
<th>Department</th>
<th>Personnel Status</th>
<th>Vacancy Start Date</th>
<th>Position Status</th>
<th>Current Staffing Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessor</td>
<td>A1355.5XXXX</td>
<td>Real Property</td>
<td>FT – 40 Hrs</td>
<td>New</td>
<td>Vacant. Not filing.</td>
<td>0</td>
</tr>
<tr>
<td>Assistant DA</td>
<td>A1165.5XXXX</td>
<td>District Attorney</td>
<td>FT – 35 Hrs</td>
<td>TBD</td>
<td>Vacant.</td>
<td>0</td>
</tr>
<tr>
<td>Conflict Defender</td>
<td>A1171.51642</td>
<td>Conflict Defender</td>
<td>PT – 17.5 Hrs</td>
<td>3/31/20</td>
<td>Vacant. Not filling.</td>
<td>0</td>
</tr>
</tbody>
</table>
AUTHORIZE COUNTY ADMINISTRATOR TO CREATE AND FILL DEPUTY COUNTY ADMINISTRATOR POSITION

WHEREAS, the County Administrator has requested to create and fill a full-time Deputy County Administrator position; and

WHEREAS, the County Administrator has identified the need to create the Deputy County Administrator position for efficient and effective succession planning and is requesting that the position be filled; and

WHEREAS, the estimated annual cost to fill the position, including fringe shall not exceed $132,000;

NOW, THEREFORE, BE IT RESOLVED, that effective August 8, 2022 the County Administrator is hereby authorized to create and fill a full-time Deputy County Administrator position; and be it further

RESOLVED, that copies of this resolution shall be provided to the Personnel Officer, County Administrator and Director of Finance.
POSITION REVIEW FORM

DEPT: COUNTY ADMINISTRATOR   POSITION TITLE: DEPUTY COUNTY ADMINISTRATOR

1. Does this position perform services that are mandated by the Federal or State government?
   No

2. If the answer to #1 is no, does this position perform services that the County has traditionally maintained?
   Yes

3. If the answer to #2 is yes, can an entity other than Yates County government perform these services?
   No

   Why or why not?

   To contract out these services would not be appropriate for this supervisory day-to-day position.

4. If this position is not refilled, can other positions be reconfigured to handle the work performed by the person in this position? If so, what positions? If not, how will the work conducted by the person in this position be handled?

   No. The workload will continue to be handled by the County Administrator. The current level of services and productivity without this position will be difficult to maintain. The Deputy County Administrator would act in the absence of the County Administrator.

5. If applicable, is there an existing Civil Service Eligibility List for this position?
   Not applicable

6. How are the duties of this position performed in at least four of the following counties: Lewis, Orleans, Schoharie, Schuyler, Seneca and Wyoming? (Is the job title the same? Is it in the same department? If not, please explain.

   All other counties do not have a Deputy County Administrator but do have an assistant, either administration, budget or personnel.

7. If the duties of this position are performed by a contract in any of the above counties, please explain the general terms of the contract (the entity performing the contract, the amount paid per year, what department oversees the contract, etc.)

   Not applicable.
8. Are there any factors that make it difficult to conduct a comparison of the duties of this position with any of the above counties? If so, please explain.

No.

9. If this position is not refilled, how will you adjust your operations to minimize the impact of the staff reduction on services?

Adjustment would be difficult with an already lean staff.

10. Will the loss of this position impact overtime? If so, why and how can this be minimized? Please attach an analysis showing any impact on overtime.

The loss of this position will continue to increase overtime for the existing County Administrator.

11. Do federal and/or state aid offset part or all of the cost of this position? If so, how much is the offset?

No

12. Taking into consideration the answers to the above questions, what is the net savings of eliminating this position?

The savings will be in the salary of the Deputy and related employment costs.

13. Is there any risk, financial or otherwise, to waiting 30 days to fill this position?

No.

14. If you are given approval to refill this position, when do you expect to fill it?

Hopefully the position can be filled prior to the 2023 budget adoption.

15. Please submit any other information that you think would be helpful to this review.