



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, May 1, 2024, Time: 1:00 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

Peter Ingalsbe, Chair
David Baker
John Cowley
James Kennedy
Daryl Marshall
Andrew Wickham
Fred Wille

1. Call To Order:

The Governmental Operations & Insurance Committee meeting was called to order at 01:00 PM on May 1, 2024.

Members Present: Supervisor(s) Peter Ingalsbe, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. Necessarily Absent: Supervisor(s) David Baker.

Others present in addition to committee members:

- Todd Campbell, BOS Chair
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Nathan Thomas, Assistant County Attorney
- Joseph Nacca, Assistant County Attorney
- Michael Wojcik, Sr. Fiscal Manager, via WebEx
- Nancy Yacci, City of Canandaigua Supervisor
- Jean Chrisman, County Clerk
- Lisa Record, Deputy County Clerk
- Mary Gates, Finance Director
- Michele Smith, HR Director
- Albert Magnan, Democratic Commissioner

2. Approval Of Minutes:

Supervisor James Kennedy motioned to approve the draft minutes of the April 10, 2024 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Board Of Elections:

Albert Magnan, presented a resolution entitled, "Authorization to Contract with Dominion Voting Systems to Purchase Replacement Accessible Voting Machines".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. County Clerk/DMV:

Jean Chrisman thanked the committee for allowing the Clerk's Office to modify their public hours to accommodate the balancing of the new cash drawers. This accommodation has worked out well for staff.

Jean Chrisman, presented a resolution entitled, "Agreement for the Use of Office Space in the County Clerk's Office - Crossroads Abstract".

Supervisor Andrew Wickham motioned to approve the resolution as presented. The motion was seconded by Supervisor James Kennedy. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Human Resources:

The Compliance Committee must review all County policies annually. At their last meeting, they reviewed the artificial intelligence use policy, standards of conduct regulatory compliance policy, and the non-discrimination and sexual harassment prevention in the workplace policy. After review, they have suggested some amendments that Ms. Smith reviewed with committee.

Michele Smith, presented the following resolutions entitled:

- Adoption of Ontario County Artificial Intelligence Use Policy, as Amended
- Adoption of Amended Ontario County Standards of Conduct Regulatory compliance Policy
- Adoption of Ontario County Non-Discrimination and Sexual Harassment Prevention in the Workplace Policy, as Amended

Supervisor James Kennedy motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Informational Reports:

There were no question on the MVA report.

7. County Administrator:

Chris DeBolt let the committee know that they will be awarding 11 more ARPA grants in the Arts, Culture, and Recreation category this cycle.

8. Unfinished Business:

Kristin Voss let the committee know that the State has extended the NYS open meetings law video conferencing amendments for another two years in the approved State budget. Since our current Local Law sunsets on July 1st we will be bringing back to committee an updated law with the new sunset date. If you have any questions please let Holly or Kristin know.

9. Executive Session:

Supervisor John Cowley motioned to enter executive session at 1:20 PM for POL§105 1) (d) - Discussions regarding proposed, pending or current litigation. Supervisor Andrew Wickham seconded the motion. The motion passed.

Supervisor Andrew Wickham motioned to exit executive session at 1:32 PM. Supervisor James Kennedy seconded the motion. The motion passed.

10. Next Meeting Date And Time:

May 22, 2024 at 1:00 PM.

11. Adjournment:

On a motion of Supervisor James Kennedy, seconded by Supervisor John Cowley, the Governmental Operations & Insurance Committee meeting was adjourned at 01:33 PM.

Respectfully Submitted, Kristin A. Voss, Clerk