



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, June 11, 2025, Time: 12:30 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

Peter Ingalsbe, Chair
David Baker
Lou Guard
James Kennedy
William Namestnik
Andrew Wickham
Fred Wille

1. Call To Order:

The Governmental Operations & Insurance Committee meeting was called to order at 12:31 PM on June 11, 2025.

Members Present: Supervisor(s) Peter Ingalsbe, David Baker, James Kennedy (12:55), William Namestnik, Andrew Wickham, Frederick Wille. Necessarily Absent: Supervisor(s) Louis Guard.

Others present in addition to committee members:

- Jared Simpson, Chairman of the Board
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Nathan Thomas, Assistant County Attorney
- Joseph Nacca, Assistant County Attorney
- Sean Barry, Chief Information Officer
- Jackie Shaffer, NYMIR Representative
- Jean Chrisman, County Clerk
- Lisa Record, Deputy County Clerk
- Tracy Shaw, Assistant Deputy County Clerk
- Mary Gates, Finance Director
- John Rizzo, Sr. Fiscal Manager
- Lindsey Burgess, Deputy HR Director
- Mike Flatt, Safety Coordinator
- Michele Smith, HR Director, via WebEx

2. Approval Of Minutes:

Supervisor David Baker motioned to approve the minutes of the May 21, 2025 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor Frederick Wille. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. County Attorney:

Holly Adams reviewed the MS fund budget for 2026 and 2027. There are a few increases in the budget to cover increases in printing costs, the actuarial study that is done every other year, computer software, insurance premiums, and the cost of fleet repairs/parts and vehicle replacements.

Supervisor David Baker motioned to approve the MS fund budget as presented. The motion was seconded by Supervisor Frederick Wille. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. County Clerk/DMV:

Jean Chrisman provided the following update:

- The two large scanning projects are going well.
- They have started working with their fiscal manager on their budgets.
- They got notification from Albany regarding stay transactions. Currently, they are sending them to Albany for verification and approval. Albany is now asking each County to do their own. They are evaluating the impact of this on our DMV and who will be handling these transaction in our DMV.
- They are still seeing a high volume of customers with Monore County residents coming down to get Real IDs and Enhance IDs. Livingston County is also seeing the same increase from Monroe residents, since Monroe is accepting appointments only and Livingston and us don't require appointments.

Jean Chrisman presented a resolution entitled, "Amending Resolution No, 165-2025 - Authorization to Contract with NYSPSP (New York State Preferred Source Program for New Yorkers who are Blind) for the Scanning of Pistol Permit Files - 2025 Capital Improvement Project".

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

Yes: Supervisor(s): Peter Ingalsbe, Andrew Wickham, Frederick Wille. No: Supervisor(s): David Baker, William Namestnik. Abstain: Supervisor(s): None.

5. Human Resources:

Lindsey Burgess presented a resolution entitled, "Apportionment of 2026 Workers' Compensation Insurance Assessments for Ontario County Mutual Self-Insurance Plan".

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

Yes: Supervisor(s): Peter Ingalsbe, David Baker, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Information Technology:

Sean Barry presented a resolution entitled, "Approval of Ontario County Information Security Policy Version 2.0".

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

Yes: Supervisor(s): Peter Ingalsbe, David Baker, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Informational Reports:

Mike Flatt noted that as of May 31st we are seeing fewer injuries but more recordable injuries. June is National Safety month. Next week is road safety week. He has created some posters that will be emailed out to the committee.

8. County Administrator:

The County Administration asked that they discuss the reappointment of Dennine Leeson in executive session.

Christopher DeBolt presented a resolution entitled, "Authorization to Execute Security Agreement with the New York State Unified Court System".

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

Yes: Supervisor(s): Peter Ingalsbe, David Baker, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

9. Unfinished Business:

Chris DeBolt let the committee know that there was a resolution presented and passed at the Public Works committee on Monday, to repurpose a building purchased during COVID to provide a 1200 sq. foot storage space at the humane society. He also noted that the Local Solid Waste Management Plan is moving along, and the Sustainability Department is currently setting up outreach meetings. They will be distributing 5x7 information cards to supervisors to hand out at town halls and community events. The online resource hub is now live on the website. If you would like more information, reach out to Carla and her staff.

10. Executive Session:

Supervisor David Baker motioned to enter executive session at 1:05 PM for POL§105 1) (d) - Discussions regarding proposed, pending or current litigation and POL§105 1) (f) - Discussions on the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Supervisor Andrew Wickham seconded the motion. The motion passed.

Supervisor David Baker motioned to exit executive session at 2:14 PM. Supervisor Andrew Wickham seconded the motion. The motion passed.

11. Next Meeting Date And Time:

July 2, 2025 at 12:30 PM.

12. Adjournment:

On a motion of Supervisor Frederick Wille, seconded by Supervisor William Namestnik, the Governmental Operations & Insurance Committee meeting was adjourned at 02:16 PM.

Respectfully Submitted, Kristin A. Voss, Clerk