

**DRAFT MINUTES
GOVERNMENTAL OPERATIONS AND IMPROVED METHODS COMMITTEE
OCTOBER 16, 2012**

Committee Members	Others Present at Meeting
Mary Luckern, Chair Ralph Angelo Robert Green Margaret Hilton-necessarily absent Richard Russell Kristine Singer	County Administrator John Garvey, Clerk to the Board of Supervisors Karen DeMay, Human Resources Director Mary Krause, County Clerk Matthew Hoose, Deputy County Clerk Heidi Barend-Guerrie, Chief Information Officer Sean Barry, GIS Coordinator Sheri Norton, Assistant County Attorney Andrea Schoeneman Real Property Tax Director Robin Johnson-necessarily absent

The meeting was called to order at 4:00 p.m. by Chairwoman Mary Luckern.

Supervisor Green made a motion, seconded by Supervisor Angelo, to adopt the minutes of the August 14, 2012 meeting; motion carried.

Board of Supervisors

Clerk to the Board of Supervisors Karen DeMay presented the Inter County Association of Western New York's resolution "Opposing the Proposed 45 Percent Thruway Toll Increase on Commercial Vehicles." A four-axle vehicle going from Buffalo to Albany will cost over \$21. Administrator Garvey said this could divert traffic off the thruway and impact State Routes 5 & 20 counties.

Supervisor Singer made a motion, seconded by Supervisor Russell, to move the resolution forward; motion carried.

Clerk DeMay presented the resolution, "Reappointment of Michael J. Northrup Commissioner of Elections."

Supervisor Angelo made a motion, seconded by Supervisor Singer to approve the reappointment of Michael J. Northrup as Commissioner of Elections; motion carried.

Human Resources

Director Mary Krause reported that she is waiting on the final reports of the compliance audits completed on some county departments.

Information Services

Chief Information Officer Sean Barry introduced Sheri Norton, the new GIS Coordinator who began working October 1st.

CIO Barry was able to obtain a better pricing structure for the renewal contract with Frontier Telephone for county telephone service. The pricing is reduced by 5% over the current contract, resulting in savings over 10K/yr.

The six-month contract renewal with Economy Paper will be at current contract pricing.

Supervisor Green made a motion, seconded by Supervisor Russell, to approve both contract renewals; motion carried.

County Clerk

County Clerk Matthew Hoose distributed a report for the motor vehicle offices comparing the number of transactions and revenue by month and YTD for each. In the future he will present this report on a quarterly basis.

County Clerk Hoose presented his suggestions for restructuring the hours of operation in the Geneva motor vehicle office to be able to operate with two full-time staff. There was discussion. Concern was raised regarding the affect closing the office during the noon lunch hour would have on residents. Suggestions included a later lunch break for employees; to gather data on the number of transactions typically handled during that time period; and to discuss the plan with the Geneva Supervisors for their input.

Future Agenda Items

Supervisor Marshall has inquired whether the review of Board level resolutions could be done online as an alternative to coming to the county office. This process could better accommodate individuals' schedules. County Attorney Park was consulted to verify the Supervisors' would meet the review requirements, which he stated that they were required to read the resolutions and the correspondences. Clerk DeMay stated at this point it was not practical to put all backup documentation online with the agenda. It was suggested by several to request assistance from CIO Barry to work out the details.

Being no further business to come before the Committee, Supervisor Angelo made the motion to adjourn the meeting at 4:34p.m., seconded by Supervisor Singer; motion carried.

Respectfully submitted, Valary R. Muscarella RPTA, RPTS