

FINANCE AND RULES COMMITTEE
June 21, 2022

Present: Tom Osborne, Chair; Phil Hathway, Vice-Chair; Jeffrey Nellenback; and Josh Leviker.

Others present: Legislators Larry Dolhof, Lisa Virkler, Richard Chartrand, and Ian Gilbert; County Manager Ryan Piche; County Attorney Joan McNichol; Treasurer Eric Virkler; and Human Resource Director Caitlyn Smith.

Committee Chair Tom Osborne called the meeting to order at 1:44 p.m.

Legislator Hathway made a motion to approve the May 17, 2022 committee meeting minutes as recorded, seconded by Legislator Leviker and carried.

The following dockets were reviewed:

1. Amending Compensation Plan of the County of Lewis with reference to the Information Technology department to Abolish one (1) full-time Computer Systems Assistant position and Create one (1) full-time LAN Administrator position. *Ryan Piche explained that LAN stood for Local Area Network and that we have one at Social Services. In the 2022 budget, we planned on adding a full-time Computer Systems Assistant halfway through the year to assist with the move to Glenfield, however our current LAN Administrator is looking to retire so by creating an LAN Administrator instead; it would give the new person the opportunity to train and become knowledgeable before the other employee retires.*
AYE 4 NAY 0

2. Authorizing Application to NYS Homeland Security and Emergency Services FY2020 Cyber Security Targeted Grant Program for Costs Associated with Implementation of Equipment, Training and Software to Improve Security of the County's Information Technology Systems.
AYE 4 NAY 0

3. Awarding Bid and Authorizing Agreement between the County of Lewis and Christian Business Endeavors, Inc., DBA Coughlin Printing for Website Re-Design at a cost of \$128,750.00 for a 5-year contract with 5 multi-sites included. *Joan McNichol stated that due to the potential conflict of interest of the I.T. Director's father being an owner of Coughlin Printing the review and vetting of all bids was done by the other members of the department with the County Attorney and County Manager. When comparing apples to apples, it was determined that Coughlin was in fact the lowest bidder. Ms. McNichol felt confident that the conflict of interest was addressed appropriately according to our Local Law on Ethics and that having the I.T. Director recuse himself from the bid award and contract pertaining to this. Legislator Hathway clarified that he wouldn't have anything to do with the contract, invoices, or anything else that could be viewed as*

potential conflict in the process. Legislator Osborne pointed out that it would be handled through the Purchasing Director.

AYE 4 NAY 0

4. Appropriating Funds to Planning Department accounts in the amount of \$10,215.00 for various community projects by closing out an old CDBG account.

AYE 4 NAY 0

5. Authorizing an Agreement with Jefferson Concrete Corp. for the Purchase of Pre-Cast Concrete Pads for Bus Stop Shelters for Lewis County Public Transportation at a cost not to exceed \$10,000.00.

AYE 4 NAY 0

6. Authorizing an Agreement with LaBella Associates, D.P.C. for Professional Consulting Services to Assist with the Downtown Revitalization Initiative Application at an amount not to exceed \$8,500.00 with the Village of Lowville contributing \$5,000.00 of the cost.

AYE 4 NAY 0

7. Authorizing Lewis County to Apply for 2022 New York Main Street Target Area Building Renovation Project Funding through the NYS Consolidated Funding Application for up to \$500,000.00 to continue the Lewis County Façade and Streetscape Improvement Program. *Ryan Piche explained that this is a new grant program that has been launched by the state. The Village of Lowville is still trying to land the DRI grant but this smaller grant will allow this project to continue for possibly two more rounds.*

AYE 4 NAY 0

8. Authorizing Lewis County to Apply for the 2022-2023 Smart Growth Community Planning and Zoning Grant Program Funds to advance the preparation and adoption of the Updated Zoning regulations on behalf of the Town of Watson.

AYE 4 NAY 0

The following motions were made:

1. Legislator Osborne made a motion to move the scheduled July Legislative Committee meetings to Monday, July 18th due to the Opening Day of the Lewis County Fair, seconded by Legislator Leviker and carried.

Lewis County Health Insurance – Gilroy, Kernan & Gilroy Representatives

Larry Gilroy, Robert Broccoli & Suzie Phillips introduced themselves as our Health Plan Administrative Team from Gilroy, Kernan & Gilroy (GKG). They handed out a booklet titled “A Far From Ordinary Approach to Risk”, which held the Annual Strategic Plan Review for Lewis County & Lewis County General Hospital. They began by stating that there are many things that happen daily for clients but that

today the focus would be on re-discover phase. Looking at the Business Environment Vision from 2021, it still applies and should remain the same. Ryan Piche stated that it is becoming harder and harder to recruit and retain employees which should be considered. Looking over the dangers, Jerry Cayer stated that the statement on the Certificate of Need could be removed. Opportunities were discussed and Green Energy Infrastructure was added as we have the most windmills, a hydro project, and multiple solar projects. Strengths were discussed and the group felt that schools should be added as it is an important piece in recruiting and retention of employees, especially healthcare. Walkability was discussed as a strength because it is a true downtown feeling in many of our villages and hamlets. Differentiation was discussed and it was suggested to add a relatively safe area, compared to other areas in New York State.

Corporate Risk was discussed, and the group felt that NYS's Financial Position – What do Future Years Hold? Should be reduced from 30% down to 10%; Population decline and Non-Diversified Economy should go from 10% to 20%; The health of the County population as a whole is poor should go from 10% up to 20% and should include overall mental health; LCGH Needs the Critical Access Hospital Recertification can go from 15% down to 5%. The Total Cost of Risk Score was reviewed. The Reward, Recruit & Retain Top Talent has gone from 6.9 to 7.0, Employee Focus has gone from 4.1 to 4.7.

The Annual Strategic Plan was reviewed in detail. It includes the Annual Strategic Plan Review, which is happening today; Annual Client Experience Review, which happens at the end of the year; Collective Bargaining Support & Education, which is in progress; PBM Contract Language Analysis, which has been completed; RDS Re-Opening, which is in progress; Health Plan Renewal & Budget Development, which happens annually; Renewing Stop Loss Insurance, which also happens annually; Dental Insurance Renewal, which now allows Union Employees to participate in the Guardian program and will allow the county to collect data to have a self-funding analysis preformed in 2023; Employee Consumerism Education, which is always ongoing and allows employees to meet personally with Suzie to get a better idea of what plan would work best for them; Employee Health & Wellness Program, which is ongoing and recently offered an incentive for the bio-metrics screening which many employees took advantage of; CanaRX International Pharmacy Program, which is ongoing with more education on this to come forward; and Strategic Risk Fundamentals, which is annual.

There was discussion on the one-on-one session with Suzie and Joan McNichol shared her successful experience. It was suggested that a virtual meeting might be good for employees, or a mandatory session. Many employees are paying to be on the Cadillac plan when they aren't even utilizing it. The possible savings of utilizing the CanaRX International Pharmacy Program more was discussed. Suzie concluded by briefly going over the timeline of when the different pieces of the Annual Strategic Plan happen.

There being no other business to come before the committee, Legislator Nellenback made a motion to adjourn at 2:45 p.m., seconded by Legislator Leviker and carried.

Respectfully submitted,
Cassandra Moser, Clerk of the Board