

**County-wide Shared Services Initiative Panel Meeting
Meeting Minutes
July 26, 2017**

Present:

Town Supervisors

Alfred	Dan Acton
Almond	Dawn Wildrick Cole
Andover	Gus Weber
Angelica	Robert Jones
Caneadea	Phil Stockin, Deputy Supervisor
Friendship	James Blouvet
Granger	Tom Voss
Grove	Jonathan Gorton
Independence	Jeri Reichman, Kim Howe
Rushford	John Jessop
Scio	Kim Demick
Wellsville	Donald LaForge
West Almond	Brent Platt
Willing	Ronald Wightman
Wirt	Tricia Grover

Village Mayors

Alfred	Justin Grigg
Almond	John Meehan
Angelica	Michael Trivisondoli
Cuba	Michele Miller
Wellsville	Randy Shayler

Local Government

Bill Heaney for Senator Young
Kate Hollis for Assemblyman Giglio
George Korchowsky, Dept. of State / ARC Program
Tim Boyde, County Administrator
Curt Crandall, Chairman Board of Legislators
Dave Decker, Legislator
Phil Curran, Legislator
Terri Ross, County Treasurer
Jodi Adams, Assistant to the County Administrator
Rick Hollis, Commissioner Board of Elections
Keith Hooker, IT Director
Robert Budinger, Deputy County Administrator / Human Resources Director

Public

Jo Fenske
Michelle Denhoff

Doug Rettig, Sr.
Casey Jones
Anita Jones
Deborah Bigelow

Media

No media present.

Call to Order

The meeting was called to order at 6:30 p.m. by Allegany County Administrator Tim Boyde.

Mr. Boyde welcomed and thanked people for attending the meeting. He then gave brief introductions and summarized the last meeting. He stated the topics identified for further discussion from the last meeting included code enforcement, assessment, healthcare, water systems, justice courts, and tax collection.

Activities and Discussions with Department of State

Mr. Boyde noted we have a member from the Department of State at our meeting. Also the protocol going forward based on the group's decision to submit a cost savings plan in 2018 will include continuing to gather information, working in small groups to seek cost savings opportunities.

Mr. Boyde stated that he plans to write a letter to the Allegany County Legislators informing them of the group's unanimous decision and to provide an on our current activities and future plans.

He asked members if they have visited the Department of State website for more information on the cost savings initiative and for technical support. He stated the website contains about 16-18 pages of questions and answers related to cost savings plan development.

Legislator Phil Stockin noted that although justice courts are an area that we have collectively identified with the potential for cost savings, it would require a change in legislation in order to implement changes.

Changes to health insurance would also require changes in legislation. Robert Budinger, Human Resources Director for Allegany County addressed the audience. He stated that the need to change health care is gaining momentum at the state and federal levels. He offered his assistance to villages and towns as needed. He said he is open to looking for ways to be a resource including sharing services such as trainings and guidance with employee FMLA questions or concerns etc.

Scio Town Supervisor Kim Demick noted partnering with the county or other municipalities for annual employee trainings such as work place violence and sexual harassment prevention would be helpful.

Keith Hooker, IT Director for Allegany County offered assistance to towns and villages by providing guidance with purchasing technology equipment, software, and basic computer training. Wellsville Village Mayor Randy Shayler asked if there was a possibility for the county to host websites for the towns and villages. Keith said that could be a possibility and he would check into it and report back at the next meeting.

Discussion followed concerning the different software systems utilized by municipalities for payroll, financial reports, utilities, and administrative functions. We discussed software costs, technical support, and the responsiveness and customer satisfaction. It was decided it would be beneficial to develop a survey for distribution to members to see if this information can prove helpful in terms of shared services and increasing efficiencies.

John Jessop, Town of Rushford Supervisor noted they use Williamson Law software for billing with members of the consortium sharing the cost.

Some municipalities have utility meter reading equipment that allows for drive by readings while others use equipment requiring physical contact for meter readings.

Concerning book keeping and accounting services and producing required annual reports for audits Terri Ross, Treasurer for Allegany County stated the Treasurer's Department could assist towns and villages with those duties but she would need to know how much towns and villages are currently spending to determine if savings could be achieved.

Chairman Curt Crandall noted that the Allegany County Department of Health completed surveys of equipment, operators, and water system capacities and sharing services was identified as an imminent need with a shortage of water system operators forecasted.

Terri Ross noted that the Efficiency in Government Committee chaired by Legislator Kevin LaForge much of this information has been gathered and compiled and could be shared at the next meeting. Mr. Boyde stated he will request a member from the Allegany County Health Department attend the next meeting and share this information and answer any questions members have related to this topic.

Wellsville Town Supervisor Don LaForge noted that contract negotiations with unions are challenging and the current costs of healthcare are not sustainable and leave very little room for negotiations.

Mr. Boyde noted there is a possibility of offering different tiers for healthcare at different cost rates providing more options and this might be appealing depending on the composition of the employees.

Rick Hollis Elections Commissioner for Allegany County noted that his staff have the ability to manage the elections process for all villages. He stated he has trained staff, equipment, and could be a resource if desired.

Small Group Discussions

The survey results were disseminated and areas for small group discussion included code enforcement, assessment, water systems, justice courts, and bulk purchasing. The next 20 minutes were spent in small groups discussing ideas for shared services.

Group representatives then reported the highlights of preliminary discussions.

Next Meeting Date

The next meeting is scheduled for August 22, 2017 at 6:30pm at the Belmont BOCES Center.

Adjournment

There being no further business to discuss, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Jodi Adams
Assistant to the County Administrator