

**PUBLIC SERVICES COMMITTEE MEETING MINUTES
WEDNESDAY, JULY 3, 2013
1:30 P.M.**

PRESENT: G. Deming, D. Mahus, C. DiPasquale, D. Babbitt Henry, J. Merrick, I. Coyle, D. Morris, B. Donohue, D. Higgins, Ben Beagle – LC News

ABSENT: W. Wadsworth

PRESENT AFTER MEETING CALLED TO ORDER:
D. Martello

PUBLIC WORKS – CATHY VAN HORNE

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING INTERMUNICIPAL CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC WORKS: GLOW INTERMUNICIPAL COOPERATION CONTRACT

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Department of PUBLIC WORKS, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
GLOW Region Solid Waste Management Committee Wyoming County Genesee County	2 years	N/A

For: To continue the GLOW Region Solid Waste Management Committee organization

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
N/A	N/A	N/A

Director's Comments:

The Inter-municipal Cooperation Contract lays out the organization, bylaws and powers of the GLOW Region Solid Waste Management Committee. Contributions are provided by each partnering County and in Livingston County are part of the Public Works budget each year.

MOTION: Mr. Merrick moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

AUTHORIZING PURCHASE FOR THE COUNTY HIGHWAY DEPARTMENT OF A 2013 JCB 411-HT WHEEL LOADER WITH HYDRAULIC BROOM ATTACHMENT THROUGH NYS OGS CONTRACT # PC65311 – JCB, INC. - AND REFERRING THE RESOLUTION TO WAYS & MEANS

RESOLVED, that the Livingston County Highway Superintendent is authorized to purchase the following piece of construction equipment through NYS OGS Contract #PC65311 .

<u>Contractor</u>	<u>Amount</u>
JCB, Inc. 2000 Bamford Blvd. Pooler, GA 31322	\$108,500.00

For: Purchase of 2013 JCB 411-HT 1.6 cu. Yd. Wheel Loader with Hydraulic Broom attachment, through NYS OGS Contract #PC65311. Replaces existing 2000 JCB 411-HT loader/broom with 3,650 engine hours. Cost is not to exceed the amount indicated.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
2013 County Highway Budget Appropriations	100%	Yes XX No

Director's Comments:

The existing 2000 JCB 411-HT loader w/broom attachment will be donated/transferred to the Liv. Co. Central Services Dept.

Mr. Higgins distributed a picture of the new loader and explained that the existing loader will be transferred to Central Services in Mt. Morris. They could really use this piece of equipment on the campus.

MOTION: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.

DISTRICT ATTORNEY – VICTOR ROWCLIFFE

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF DISTRICT ATTORNEY: CHANCES AND CHANGES, INC., LEGAL ASSISTANCE OF WESTERN NEW YORK, INC., NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Your Department Name Here, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYSDCJS 80 South Swan Street Alfred E. Smith Office Bldg. Albany, NY 12210	04/01/2013-03/31/2014	\$29,200.00

For: The Aid to Prosecution Grant will enhance and expedite the prosecution of repeat and serious felony offenders by allowing the District Attorney's Office to maintain a staff of experienced Prosecutors.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYSDCJS	0.00	Yes X No

Director's Comments:

The District Attorney's Office is seeking approval from the Board of Supervisors to enter into this contract with DCJS in which the District Attorney's Office will receive a grant of \$29,200.00 from the state and no cost to the County.

MOTION: Mr. Merrick moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.

Chances and Changes, Inc. P.O. Box 236 Geneseo, NY 14454 For: Violence against Women	01/01/2013-12/31/2013	Not to exceed \$8,736.00
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYSDCJS	0.00	Yes X No

Legal Assistance of Western New York, Inc. 361 South Main Street, 1 st Floor Geneva, NY 14456	01/01/2013-12/31/2013	Not to exceed \$7,488.00
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For: Violence against Women

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYSDCJS	0.00	Yes X No

Mr. Rowcliffe explained that he handles grants and violence against women and that he spoke with committee earlier this year about these contracts.

MOTION: Mr. DiPasquale moved and Mr. Merrick seconded to authorize the foregoing resolution. Carried.

PLANNING – ANGELA ELLIS

Action Item(s) To Be Reported

AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A CONTRACT FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT AS FOLLOWS: OSWEGO COUNTY SOIL & WATER CONSERVATION DISTRICT

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Oswego County Soil & Water Conservation District 3105 State Route 3 Fulton, NY 13069	4/1/13-3/31/15	\$38,250.00

For: Finger Lakes-Lake Ontario Watershed Protection Alliance FY 2012-13 Funding - CLAWS 23

Director’s Comments: This resolution will authorize a contract with the Oswego County Soil and Water Conservation District for the FL-LOWPA 2012-2013 funding allocation for CLAWS 23. CLAWS 23 will be used to fund water quality projects in the Conesus Lake watershed.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Finger Lakes/Lake Ontario Watershed Protection Alliance funds (NYS Environmental Protection Fund)	\$0.00	Yes X No

Ms. Ellis reviewed the contract and explained that this is the annual funding for Conesus Lake watershed activities.

MOTION: Mr. Babbitt Henry moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.

A RESOLUTION SUPPORTING THE PREVENTION OF THE INTRODUCTION AND MOVEMENT OF AQUATIC INVASIVE SPECIES, AND STRONGLY URGING THE STATE OF NEW YORK TO ENACT AND ENFORCE LAWS THAT PREVENT THE INTRODUCTION AND MOVEMENT OF AQUATIC INVASIVE SPECIES

WHEREAS, aquatic invasive species are currently causing negative environmental, human health, and economic impacts in the Finger Lakes Region and connected navigable waterways; and

WHEREAS, the “State of Conesus Lake: Watershed Characterization Report” identified the introduction of aquatic invasive species into Conesus Lake as a threat to the health of the Lake; and

WHEREAS, Recommendation G-1 of the “Conesus Lake Watershed Management Plan” recommends the investigation and implementation of effective methods to control the spread of aquatic invasive species; and

WHEREAS, the Conesus Lake Watershed Council approved the Conesus Lake Watershed Invasive Species Prevention and Response Plan on May 10, 2013; and

WHEREAS, the Conesus Lake Watershed Invasive Species Prevention and Response Plan aims to facilitate effective and efficient collaboration between organizations and agencies to prevent new invasive species infestations from entering Conesus Lake and to minimize the ecological, economical and recreational impacts of existing invasive species in the Conesus Lake watershed; and

WHEREAS, Conesus Lake is a water supply for about 20,000 Livingston County residents; and

WHEREAS, tourism is a major economic driver in Livingston County and the Finger Lakes Region;

NOW, THEREFORE, BE IT RESOLVED, that the Livingston County Board of Supervisors encourages the Governor and State Legislature to acknowledge the potential negative costs and impacts if

additional aquatic invasive species are allowed to be introduced into the Conesus Lake watershed; and
 BE IT FURTHER RESOLVED, that the Livingston County Board of Supervisors would like New York State to take a comprehensive and proactive approach to dealing with aquatic invasive species; and
 BE IT FURTHER RESOLVED, that the Livingston County Board of Supervisors calls on State Lawmakers to expedite the implementation of the Invasive Species Prevention Act preventing introduction and movement of aquatic invasive species in the State; and

BE IT FURTHER RESOLVED, that the Livingston County Board of Supervisors shall forward copies of this resolution to Governor Andrew M. Cuomo, Lieutenant Governor Robert Duffy; Joseph Marten, Commissioner of New York State Department of Environmental Conservation; Darrel Aubertine, Commissioner of New York State Department of Agriculture and Markets; New York State Senators Catharine Young and Patrick Gallivan; New York State Assemblyman William Nojay; and all others deemed necessary and proper by the Board of Supervisors.

Ms. Ellis distributed information for discussion and explained that work on activities that prevent the introduction of aquatic invasive species into Conesus Lake has been a focus over the past two years. An update to the watershed characterization report was done and aquatic invasive species continues as a threat. The Conesus Lake Watershed Council did adopt an invasive species detection and response plan in May. They are working with the Conesus Lake Association on efforts to create a volunteer watch program. In addition, a Lake steward is now located at the boat launch to assist with education and volunteer boat washing by hand. This is funded in partnership with the Finger Lakes Institute and the Conesus Lake Association. The Planning Department was asked by NYSAC to participate on a panel at the Fall Conference, as the Conesus Lake Watershed Management Plan and implementation activities have been identified as a model for other NY lake areas. Prevention is really key for stopping aquatic invasive species. The CLA passed a similar resolution last week and Yates County as well. As a public water supply for 20,000 people, they feel a lot more focus needs to be supplied by the state to help address the issue. Ms. Reid explained that this is the first year for a steward at the boat launch and explained what kind of information they are collecting. The Finger Lakes Institute will be providing that data at the end of the season. This will hopefully show any new species found. Particular concerns are with hydrilla, which is not introduced from nature, but comes from people and other sources, like aquariums being dumped into lakes. NYS DEC is working on developing a ranking system for invasive species and setting regulations. Hydrilla is not in Conesus Lake at this time. Some has been found in Cayuga and the Erie Canal. The lake associations across the state understand that tourism is so important, but this means there are a lot more boats coming in from out of state. Hydrilla is very difficult to remove. Education is key. SUNY Geneseo will be studying zebra mussels to try to determine population in Conesus. Early indicators show that it looks like zebra mussels are decreasing. The study also questions what is causing the decrease and if there could be other invasive species.

MOTION: Mr. DiPasquale moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.

**APPOINTING MEMBER TO THE LIVINGSTON COUNTY PLANNING BOARD - ROOT
 RESOLVED, that the following member is hereby appointed to the Livingston County
 Planning Board for the term designated:**

Name	Address	Title/Representing	Term
James Root	274 River Street Avon, New York 14414	Town of Avon	7/10/2013-12/31/2014

Ms. Ellis explained that communication was received by the Board of Supervisors appointing James Root to take Patrick McCormick's place on the board.

MOTION: Mr. Martello moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.

Mrs. Donohue questioned comments and concerns she has received regarding assessments and the ag district

process. Ms. Ellis explained that information is sent with the mailings and any questions can be sent to Planning.

Informational Item(s) Written Only

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

NYS Public Safety Answering Point (PSAP) Sustainment Grant. The County was awarded \$305,767 to support the application submitted for funding from the Public Safety Answering Point (PSAP) Sustainment Grant. This funding will be used for communications equipment to help implement the Plan. We are waiting for a contract from the State.

COUNTY TRANSPORTATION CONNECTIVITY PLAN:

The consultant team continued work on the project. Draft Technical Memorandum #2: Needs Assessment is available for public review and comment. It is on the County's website. The Genesee Steering Committee and Project Advisory Committee met on June 6, 2013 to hear presentation on the Needs Assessment. There was a public meeting held in the evening on June 6, 2013, from 6:30-8:30pm at the Village of Geneseo Court Room. The consultant team has started work on alternatives and recommendations.

COUNTY PLANNING BOARD:

Vacancies. There is one vacancy on the Planning Board – one for an Alternate At-large member. Marie Roberts, representative for the Town of North Dansville, stepped down from the Board due to relocation to Geneseo. Ms. Roberts has 36 years of service on the County Planning Board.

AGRICULTURAL & FARMLAND PROTECTION BOARD (AFPB):

FY2008-2009 Farmland Protection Implementation Grant (Triple H and Sunny Knoll farms). The Genesee Valley Conservancy continued work on these projects.

Agricultural District Renewal. The mailing for Agricultural District #2 went out on May 15, 2013. Planning staff are receiving calls from interested farmers and land owners.

UPCOMING TRAINING OPPORTUNITIES:

LET'S Plan. A workshop on Green Infrastructure and Green Grants was held on June 19, 2013, at Long Point Park. The featured speakers were Miranda Reid, Conesus Lake Watershed Manager; Sarah Meyer, Community Outreach Coordinator at the Finger Lakes Institute; Jayme Breschard, Senior Planner with the Genesee/Finger Lakes Regional Planning Council; and J.C. Smith with NYS Environmental Facilities Corporation (EFC). The presentation included introduction to Long Point Park's new Demonstration Rain Garden and construction of a rain barrel. Green infrastructure (GI) presentations followed, offering a general overview of GI and how to make zoning codes more GI-friendly; and an overview of funding services, including the Green Innovation Grants Program, assistance available with capital funding applications, and examples of GI across NYS. The event was co-sponsored by the Conesus Lake Watershed Council, Conesus Lake Association, Livingston County Planning Board and Livingston County Environmental Management Council. Municipal planning and zoning officials earned up to 3 hours of training credit.

Reminder: Evenings with the County Planning Board is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

CONESUS LAKE WATERSHED MANAGEMENT PLAN (CLWMP) – CONESUS LAKE WATERSHED COUNCIL (CLWC):

Streambank Remediation Projects –Phase I (\$382,869) & Phase II (\$358,132): The consultant team continued work on design of the alternatives for remediation. Representatives from the towns of Conesus, Groveland and Livonia, Barton & Loguidice, the CLWC Technical Committee, and NYS Department of State met on May 30, 2013, to review proposed alternatives. The consultant team will

be scheduling landowner meetings to present the preferred alternatives.

Conesus Lake Watershed Council. The next meeting is scheduled for August 9, 2013.

Conesus Lake Watershed Council – Technical Committee. The Committee met on May 30, 2013, to review the Streambank Remediation Project proposed alternatives.

TRANSPORTATION:

Genesee Transportation Council: The Planning Director attended the meeting on June 20, 2013

Genesee Transportation Council Planning Committee: The Planning Director attended the Planning Committee meeting on May 23, 2013 and presented the scope of work for the Dansville Transportation and Industrial and Commercial Access Study. The Planning Committee approved the scope.

GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL

Executive Committee. The Planning Director attended the meeting on May 2, 2013.

Planning Coordination Committee. The Planning Director attended the Planning Coordination Committee meeting on June 7, 2013. The next meeting is scheduled for August 2, 2013.

GENESEE FINGER LAKES REGIONAL SUSTAINABILITY PLAN PROJECT. The Final Plan was submitted to NYSERDA on March 31, 2013 as required. The Finger Lakes Regional Economic Development Council approved the Plan on May 3, 2013. Interested agencies may apply for Phase 2: Implementation Funds through the Consolidated Funding Application process.

E911 ADDRESSING:

The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff's Office.

WEATHERIZATION ASSISTANCE PROGRAM (WAP).

Transfer of the equipment to WCCA took place on June 3, 2013. We are working with the State on finalizing the materials inventory.

ENVIRONMENTAL MANAGEMENT COUNCIL

The EMC co-sponsored the Green Infrastructure and Green Grants workshop on June 19, 2013.

TECHNICAL ASSISTANCE PROVIDED BY PLANNING STAFF

Mapping

Nunda potential southern trail map/Allegany County trail interests

Wilcox Press property maps for County Administration

Geneseo air show map revisions for the Historical Aircraft Group and EMS

Assembled map binders for Emergency Management Services

Walking Tour maps sent to Louise Wadsworth for Geneseo downtown efforts

Other

Work with Economic Development on a variety of development projects

Provided training on the County's new Intranet mapping application (M.A.P.)

Info Requests

Conesus adult use regulations floating zone research and spot zoning research

Geneseo Geography Department shapefile request

Lima population density info for Route 15A trail TEP application

EMERGENCY MEDICAL SERVICES – KAREN DEWAR & ROMMEL KIRCHOFF

Pre-approved Items for Discussion

1. Strategic Planning for Emergency Medical Services – Affordable Care Act (ACA) Impact and Staffing
Mr. Coyle explained that the main reason for this agenda item was because of the affordable care act and that the county was scrambling as a county to comply with this. We have been working on an assumption that August 1 would have been our compliance plan. However, President Obama put a 1-year hold on the program. There was discussion on the different positions throughout the county and how to determine the hours being worked. CNR workers are another area that will need to be looked at closely. It is guaranteed that some positions that are part time will need to be made full time. The IRS is the ACA enforcement agency. EMS is a

non union environment, however, there are a great many people working beyond part time hours. Currently there are only 2 full time employees. K. Dewar explained that the 24/7 transport program is starting up with Noyes. There are 2 fly cars and the BLS ambulance for York and Leicester week days. Employees are working up to and beyond 40 hours. The problem with part time employees is that they work one or two more jobs so there are no reserves for sick call ins. There seems to be a morale problem with the EMS staff that sees that a whole department is part time staff with no benefits. The department employees 19 paramedics and 8 EMTs. 3 paramedics and 4 EMTs were hired recently. The weekly average for current employees is: 8 employees work up to 40 hours, 6 employees work 25-35 hours and 13 employees work less than 25 hour. K. Dewar is working on better scheduling for busy hours. Medical coverage must be offered for every employee working over 30 hours. Staff had a recent meeting on unionizing. K. Dewar feels that we need to have a vision on where the department is going. As the CON holder in the County, we need to be prepared for where we are going. 21 paramedics and 12 EMTs weekly needed to work. R. Kirchoff has 6 paramedics that have not wanted to work in 6 weeks. There was discussion on specifying at the time of employment that the schedule is 24 hours/week. K. Dewar explained that they are looking for ways to adjust the scheduling to make it more effective. R. Kirchoff explained that there are times when there is one particular hole in the schedule that needs to be filled. With this holiday week, R. Kirchoff is scheduled for 81 hours on the road. Mr. Deming questioned K. Dewar on what is needed to run a year long program? R. Kirchoff explained that the perfect employee number would be 15 full time employees - 10 paramedics and 5 EMTs. The bottom number of employees would be 12 full time employees, guaranteeing 1 paramedic and 1 EMT each day. Requirements are being changed for part time employees starting in September to do a certain amount of hours each month. Mr. Martello expressed his concern of hiring full time employees still might not make this work. They have to be the "right" full time employees. K. Dewar is confident that there will be a mad rush to apply if Livingston County goes to full time. Not only from current part time staff, but from outside. The department is really hurting on the paramedic side of the operation. K. Dewar reviewed the call report for the other county ambulance. Mr. Martello questioned the Ossian, Canaseraga and Wayland services and K. Dewar explained that she has contacted them to offer assistance. K. Dewar explained that there was a small learning curve with dispatch. It is rumored that the Corning operation is in serious trouble. R. Kirchoff explained that we are up in call numbers in Livingston County, but down in the Steuben County numbers. There was a 48 minute response in Steuben County yesterday. K. Dewar is working on a response time report. I. Coyle is hoping for direction from the committee. I. Coyle and K. Dewar will continue working on staffing plans and the future of this department. A cost analysis will be done. K. Dewar reported that there are some agencies doing very well where others are doing very poorly. K. Dewar will be putting some strategies together for review. Mr. Coyle expressed his thanks for the dialog and reinforced that we need to look at this situation.

Informational Item(s) Written Only

2. May 30, 2013 Chemical Suicide and Bath Salts training
3. June 6, 2013 County EMS Captain meeting
4. June 10, 2013 Geneseo Air Show IAP planning meeting
5. June 10, 2013 Meeting with Dansville Ambulance Executive Committee to answer questions about the Livingston County EMS Ambulance posted at Noyes Memorial Hospital
6. June 12, 2013 AHA CPR Class required monitoring for LCSO Instructors
7. June 13, 2013 Compliance Committee meeting
8. June 14, 2013 EMS liaison/support for LC HazMat Team & Springwater Ambulance at HazMat incident
9. June 17, 2013 MLREMS Council meeting
10. June 17, 2013 HIPAA update webinar
11. June 18, 2013 Repair of AED and facilitated replacement of medical supplies for LCSO Marine patrol
12. June 18, 2013 Medical Director meeting
13. June 24, 2013 Results from Spring EMT Classes Original – 18 passed, 4 failed. Refresher – 9 passed.

Mrs. Babbitt Henry moved and Mr. Martello seconded to adjourn the committee meeting at 3:00.

BOARD OF ELECTIONS - NANCY LEVEN AND LAURA SCHOONOVER

Informational Item(s) Written Only

1. The office participated in a Webinar with the NYS Board of Elections involving the new software upgrade to the voting machines and computer system. This training session lasted 1.5 hours.
2. The Commissioners went to the Conesus Town Hall to discuss with the Town Clerk concerns with ADA compliance on Election Day.
3. Commissioner Leven discussed the entrance door to the Lima Town Hall with the Supervisor Yendell before the Lima caucus and will investigate what other options are available.
4. The Commissioners participated in an Executive Committee Conference call on Friday, June 14th in preparation for the NYSECA conference the following week.
5. The Commissioners and Deputy Commissioners attended the NYS Election Commissioners Conference at the High Peaks Resort in Lake Placid, NY from June 18th to June 21st. Commissioner Leven was a presenter in the Petition and Caucus panel discussion. Election Inspectors covered the office during the training conference.
6. Commissioner Leven attended the Mapping class on June 25th, Employee Recognition at the June 26th Board meeting and the Dept Head meeting on June 27th. Commissioner Schoonover was on vacation but did attend the employee recognition as she was recognized for 25 years.
7. Election Inspector training classes have been set for the months of July and August to be taught in the Government Center. So far 229 of 286 inspectors have called to reserve their class time.
8. The Republicans in Lima, Avon, Livonia, West Sparta and Leicester have held caucuses.
9. Designating Petitions will be filed July 8th through the 11th and a Primary will probably occur on September 10th.
10. Finalized the registration file to be sent to our NTS vendor for the mail check post card to be sent to all voters in July.
11. Currently all absentee voter work is on hold until the software upgrade to our absentee module is received from NTS.
12. Continue to work with poll sites to bring them into ADA compliance.
13. Full document imaging continues.
14. Active voter registration enrollment stands at 36,994 voters, up 56 voters since last month.

CENTRAL SERVICES – DAVID ALLEN

Informational Item(s) Written Only

1. Millennium Drive Renovation Project “B” Wing – Central Services staff continue to work on wooden baseboard replacement as well as fabrication of small sections of baseboard heat covers and end caps.
2. Government Center Repairs and Alterations – Central Services staff ran cable for basement computers and proximity card reader for the first floor south access door.
3. Building #2 Alteration Project – Central Services staff continues working on the painting and general alterations that will allow for the internal relocation of the various divisions of the Public Health Department. Painting the west wing at the third floor and replacement of lighting fixtures. Installed additional security cameras in the lobby and basement.
4. Building #3 – Central Services staff is continuing to work on the installation of additional A/C units.
5. Hampton Corners – Central Services staff are replacing heat resistant wall tiles and lower level roof on the Fire Training Tower.

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Informational Item(s) Written Only

1. IDA – At its June meeting, the IDA accepted an application for assistance from WNY Enterprise LLC. The company is constructing a 12,000 square foot agricultural manufacturing facility in the Town of York. The project will create 9 new jobs.

2. BUSINESS RETENTION & EXPANSION PROGRAM – During the month of June, office staff met with 16 companies to discuss their retention and/or expansion plans. Nine of these company visits were first-time visits as part of the 2013 Business Retention and Expansion Program. Follow up visits were made with seven of the companies as part of ongoing project development and project management.
Small 3-line advertisements have been placed in the Genesee Valley Pennysaver to encourage small business startups to contact the Economic Development Office to receive a Business Start-up Kit. As a result of this ad, 10 inquiries were received during the month of June. Our goal is to make the office a one-stop-shop for both large and small business needs.
Project proposals were prepared to attract 2 new companies to Livingston County.

3. FINGER LAKES REGIONAL ECONOMIC DEVELOPMENT COUNCIL - Consolidated Funding Applications are now available online with an application deadline of August 12th. A community workshop was held June 24th at SUNY Geneseo with 65 people in attendance. Representatives from state agencies discussed the various funding programs. Technical assistance will be provided by the department.

4. ROCHESTER BUSINESS JOURNAL – The RBJ profiled the Economic Development Office and Director Julie Marshall in the June 21st edition.

5. MEETINGS – Staff attended or participated in numerous meetings and events outside of the office. These include the following:
Numerous meetings with County businesses to discuss their retention and expansion plans
Finger Lakes Regional Council Community Development Workgroup
Pathstone Enterprise Center Loan Committee meeting
Workforce Investment Board Annual Meeting
Genesee Finger Lakes Regional Development Council
Greater Rochester Enterprise Investor Meeting
Village of Caledonia Façade Improvement Guidelines Committee
Village of Livonia NY Main Street Committee
Village of Geneseo Tourism Committee
Village of Geneseo Board meeting
Mt. Morris Chamber of Commerce
Dansville Chamber of Commerce
Main Street Conference
NYSERDA representative
Foreign Trade Zone Advisory Board
Chamber of Commerce Familiarization Tour, Board of Directors meeting and Leadership Luncheon
Livingston Wyoming ARC Finance Committee and Board of Directors meeting
SEQRA Workshop
Digital Rochester *Lean In* Workshop
County GIS Training
County Department Head meeting

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

633 adult offenders supervised in county (27 treatment court cases being supervised in drug court)
 36 offenders in other NYS counties
 12 offenders in other states
 25 juveniles supervised
 25 new juvenile referrals
 37 investigations ordered
 23 active EHM cases (1 juvenile; 22 adults; 6 of which are female), 0-Global Positioning
 0 adult placed on probation for willful violation of support
 16 New Leandra's Law cases (14 CDs)

2. MONIES COLLECTED

\$ 1,670.57 – restitution
 5,882.00 – fines
 1,409.00 – fees
 81.49 – surcharge

3. MEETINGS ATTENDED

5/1/13 Public Service Committee Meeting
 5/2/13 Hillside Youth Court Law Day
 5/7/13 Human Service Department Head
 5/8/13 Board Meeting
 5/8/13 Treatment Court Graduation
 5/9/13 Quarterly Meeting with Judge Wiggins
 5/14/13 COPA
 5/21/13 Law Enforcement Council
 5/28/13 Housing Task Force
 5/31/13 Leadership Committee for CHA (Health Dept.)

4. ADMINISTRATIVE REVIEWS

Two (2) administrative reviews

5. TRAINING

Name	Date	Training	Hours	Misc.
Michelle Cassata		None		
Kerrin Chapman	5/1/13	New Superv. Rule – Case Assign/Initial Int.	1.0	
	5/15/13	WPV Training	0.75	
	5/16/13	New Supervision Rule – Contacts	1.0	
	5/20/13	New Supervision Rule – Case Review	1.0	
	5/22/13	New Supervision Rule – Technology	1.0	
	5/24/13	New Supervision Rule – Case Planning	1.0	
Name	Date	Training	Hours	Misc.

Doug Czyryca	5/1/13	New Superv. Rule – Case Assign/Initial Int.	1.0	
	5/29/13	New Superv. Rule – Reassess/Case Review	1.0	
	5/29/13	New Supervision Rule – Technology	1.0	
	5/29/13	New Supervision Rule – Assessment	1.0	
	5/29/13	New Supervision Rule – Contacts	1.0	
Katie Dunn	5/1/13	New Superv. Rule – Case Assign/Initial Int.	1.0	
	5/7/13	New Superv. Rule – Assess./Case Planning	1.0	
	5/16/13	New Superv. Rule – Contacts/Merit Credit	1.0	
	5/17/13	YASI – Reports	1.0	
	5/20/13	New Supervision Rule – Case Review	1.0	
	5/22/13	New Supervision Rule – Technology	1.0	
Debra Johnston		None		
Liz Laney	5/1/13	New Superv. Rule – Case Assign/Initial Int.	1.0	
	5/20/13	New Superv. Rule – Reassess./Case Review	1.0	
		New Supervision Rule – Technology	1.0	
		New Supervision Rule – Assessment	1.0	
		OVR – ICOTS Webinar	1.0	
5/22/13				
5/23/13				
5/29/13				
Debra Mack	5/3/13	DV, SA and Side Effects on Children	6.0	
Matthew McKinney	5/1/13	New Supervision Rule – Assignment	1.0	
	5/7/13	New Superv. Rule – Assess./Case Planning	1.0	
	5/16/13	New Superv. Rule – Contacts/Merit Credit		
	5/20/13	New Supervision Rule – Case Review		

			1.0	
			1.0	
Lynne Mignemi		None		
Courtney Sobrado	5/15/13	New Supervision Rule – Case Assignment	1.0	
Jason Varno	5/1/13	New Supervision Rule – Assignment	1.0	
	5/7/13	New Superv. Rule – Assess./Case Planning	1.0	
	5/16/13	New Superv. Rule – Contacts/Merit Credit	1.0	
	5/20/13	New Supervision Rule – Case Review	1.0	
Karen Weidman	5/1/13	New Superv. Rule – Case Assign/Initial Int.	1.0	
	5/2/13	Certificate of Relief Presentation	2.0	
	5/14-5/17	NYS AIEP Conference	32.0	
	5/20/13	New Superv. Rule – Reassess./Case Review	1.0	
	5/20/13	TAC Portal Webinar	1.0	
	5/22/13	New Supervision Rule – Contacts	1.0	
	5/23/13	New Supervision Rule – Case Review	1.0	
	5/23/13	New Supervision Rule – Technology	1.0	

Respectfully submitted,

Michele R. Rees
Secretary to the County Administrator & County Attorney