



Onondaga County Legislature

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Chairman

TAMMY BARBER
Deputy Clerk

401 Montgomery Street • Court House • Room 407 • Syracuse, New York 13202
Phone: 315.435.2070 • onondagacountylegislature@ongov.net • www.ongov.net/legislature

WAYS & MEANS COMMITTEE MINUTES – FEBRUARY 27, 2024 COLLEEN A. GUNNIP, CHAIR

MEMBERS PRESENT: **Mr. May, Ms. Abbott, Mr. Romeo, Mr. Ryan, Mr. Knapp, *Mr. Garland
ALSO ATTENDING: Ms. Cody, Mr. McCarron, Mr. Brown; also see attached

Chair Gunnip called the meeting to order at 10:34 a.m., and the previous meeting’s minutes were approved.

CONSENT AGENDA

1. TRANSPORTATION:

- a. Authorizing the Acquisition of Real Property in the Town of Clay for Highway Purposes (\$400)**
(Sponsored by Ms. Cody)

2. FACILITIES MANAGEMENT:

- a. 2023 Transfer Resolution (\$1,000,000)** *(Sponsored by Ms. Cody)*

3. OFFICE OF ENVIRONMENT:

- a. Amending the 2024 Onondaga County Budget to Accept Grant Funds from the New York State Department of State Environmental Protection Fund Local Waterfront Revitalization Program for the Update of the Otisco Lake Watershed Management Plan (\$60,000)** *(Sponsored by Ms. Abbott)*

4. SOCIAL SERVICES – ECONOMIC SECURITY:

- a. 2023 Transfer Resolution (\$30,300)** *(Sponsored by Dr. Kelly)*

5. ADULT & LONG TERM CARE:

- a. 2023 Transfer Resolution (\$21,000)** *(Sponsored by Dr. Kelly)*

A motion was made by Mr. Knapp, seconded by Ms. Abbott, to approve the Consent Agenda. Ayes: 5 Absent: 2 (May, Garland); MOTION CARRIED.

*Mr. Garland arrived at the meeting.

REGULAR AGENDA

1. APPOINTMENTS:

- a. Confirming the Appointment by the County Executive to the CNY Works Board of Directors (Kevin J. Meaker)** *(Sponsored by Mr. Burtis)*

A motion was made by Mr. Knapp, seconded by Ms. Abbott, to approve this item. Ayes: 6 Absent: 1 (May); MOTION CARRIED.

b. PULLED**2. FACILITIES MANAGEMENT:** Archie Wixson, Commissioner**a. 2023 Transfer Resolution (\$210,000)** (Sponsored by Ms. Cody)

Purpose: Purchase of Boom Lift, HVAC Filters and Upgrade to Mailroom equipment

Objective/Work Plan: One-time purchase of boom lift (\$90,000), HVAC Filters (\$30,000) and upgrade to mailroom equipment (\$90,000)

Facilities currently does not own a boom lift to assist our trades/maintenance with higher area repairs/maintenance. We currently rent a lift when needed or hire contractors to do the work. Purchase of HVAC Filters will allow us to replace specialty filters that should be replaced every 3 years, this one-time purchase will allow us to replace the filters that were purchased in 2020. Our Mailroom VSort printer assembly that is part of our mail processing system is outdated and no longer can be supported by the manufacturer service provide, NPI. The software is driven by a Windows 7 version and cannot be upgraded to the newest version. The new server and the printer and other miscellaneous elements of the assembly need this investment to upgrade it to the current supported technology. If it were to malfunction now, we would be unable to process mail.

Funding Source: Utility Savings

Budget: \$210,000

- \$90,000 – upgrades and rehabilitation of mail processing machine
 - Mailroom processes mail for Onondaga County, OCC, city of Syracuse, and couple towns and villages
 - Software and hardware no longer supported, and some components need to be replaced
 - County owned, not leased; pay licensing for use of software; elements of machine is county asset
- \$30,000 – HVAC filter replacement
 - Replaced and changed filters for COVID; 3 year filter
 - Need to replace again with new COVID compliant filter
- \$90,000 – 45' articulating boom lift
 - Will be paid back within couple years based on cost of rentals for the work needing to be done
 - Will own and have asset for some time
 - Other departments including Parks and DOT will be able to use
 - Boom will be used for (i.e.) parking lot light replacements (safer than a bucket truck), masonry work to do periodically, sealing around windows, cleaning off deterioration, cameras on buildings to maintain or replace
 - Rental is typically \$2,000/week
 - Parks and DOT will be able to use and have trailers to move to their locations
 - Operational life – 2 boom lifts for OnCenter complex for events were purchased in 1993 and still operational

***Mr. May arrived at the meeting.*

- This one will be electric so it can be used indoors

A motion was made by Mr. Knapp, seconded by Ms. Abbott, to approve this item. Passed unanimously; MOTION CARRIED.

3. PARKS & RECREATION: Brian Kelley, Commissioner**a. 2023 Transfer Resolution (\$125,000)** (Sponsored by Ms. Cody)

Purpose: Shade structure would provide shelter from the sun and outdoor elements for waiting pickleball players

Objective/Work Plan: The plan would be to construct one shade structure. The structure would consist of a 15x15 shelter type structure with four legs and a removable canvas top.

Funding Source: Surplus in Supply Account

Budget: \$65,000

- Shade structure for pickleball courts – need area for players to be protected by elements and gather
- Couple tournaments on the books – area to hang between matches
- Needs footers and concrete pad; 15'x15' structure

Questions/Comments from the committee:

- Will there be a closer bathroom with this structure?
 - Griffin Visitor Center a stone's throw away
 - Would be an easy fix if it becomes a problem
- If there is expansion with the courts, will this be in a place to allow for expansion?
 - Great question, yes
 - Built courts with room for expansion to the north; this structure will be centrally located
 - When building the next 12, there will be room

Purpose: *The radios the Park Rangers are currently using are twenty years old. This would update the Park Ranger communication system for the foreseeable future.*

Objective/Work Plan: *This project would be a full replacement of all twenty-two Park Ranger radios. The project will also include the purchase of three spare radios as well as programming, new radio holsters and charging stations.*

Funding Source: *Surplus in Maintenance, Utilities & Rents*

Budget: \$60,000

- Radios 20 years old (2003); 22 Park Rangers – purchasing 22 radios for each Ranger and 3 spares
- Have to do full replacement – radio programmed in 2003 will not talk to radio programmed in 2024
- Rangers will be able to talk to each other on their own, but also to troopers and Sheriffs as well

Questions/Comments from the committee:

- Are these like the police radios?
 - Yes, they are police radios, walkie-talkies; can talk to each other during events, carry around
- Will these be the same as purchased before?
 - More software that needs to be updated; old radios have been through maintenance
 - Will be the same thing
- Is this the same system as county public safety?
 - Yes, by switching the knob can talk to anyone; will be programmed in that fashion
- Is Parks piggybacking on the Sheriff's bid?
 - Have not thought about it; Parks will be doing on their own and putting it out
- Discussion last year about Motorola or United Radio
 - These will be Motorola
 - Have to be compatible and consistent
- In addition to the Sheriff's radios, villages and towns went off that bid as well
 - Easy to look into it and coordinate
- What happens to the old radios? Do they have monetary value to sell?
 - Hoping to get value of the old radios towards the purchase
 - Some of the radios are in decent shape; trying to get buy back value

A motion was made by Mr. Knapp, seconded by Mr. Ryan, to approve this item. Passed unanimously; MOTION CARRIED.

4. ONONDAGA COUNTY PUBLIC LIBRARY (OCPL): Dawn Marmor, Executive Director
a. 2023 Transfer Resolution (\$115,500) (Sponsored by Ms. Cody)

Purpose: Onondaga County Public Libraries is seeking legislative approval and financial support for the replacement of public computers at the Central Library.

Background: Public access computers is one of the most demanded services at Onondaga County Public Libraries. Currently we have approximately 160 Public Access Computer offerings across our Central Library, 8 city branches, and 2 satellite libraries located within the Southwest and Northeast Community Centers. The current fleet of Dell Thin Clients is diminishing in performance as the machines are well past their typical lifespan. Additionally, we are unable to update the PCs to our minimum standard of operating system due to the physical limitations of these machines. We began the process of replacing these antiquated devices in 2023 in our branches and are continuing the process in 2024. We are still in need of funding to replace our inventory in the Central Library downtown. Upgrading our offerings will result in a greater experience for our patrons and a reduction of staff time being directed toward troubleshooting or repairing faulty computers.

Budget: \$26,100

- Computers will be replaced on all 3 floors of Central Library

Purpose: Onondaga County Public Libraries is seeking legislative approval and financial support for the replacement of security cameras at the Beauchamp Branch Library.

Background: Beauchamp Branch Library is located at 2111 S. Salina Street (corner of E. Colvin & S. Salina Street). It is a busy library with a lot of pedestrian traffic. Currently the security camera system is not operational and cannot be restored by the county contracted vendor that maintains the security systems, Johnson Controls Security Solutions. After many service calls throughout 2023 it has been determined that it is best to replace the entire security system at this location.

The original cameras were installed six years ago using New York State construction aid for libraries but have reached end of life. Replacement plans include all the interior and exterior cameras as well as the computer terminal that stores video footage. Failure to replace this system will hinder our security vendor's ability to properly monitor the library areas for safety purposes.

Budget: \$18,000

- Total failure of system in December

Purpose: Onondaga County Public Libraries is seeking legislative approval and financial support for the purchase of drinking fountains for three of its branch libraries.

Background: Currently, four of the eight city branch libraries do not have drinking fountains. Each summer during summer reading and other library children's programs there is a need to distribute water at the branches that do not have drinking fountains. Currently staff at the branches hand out small cups that children take to fill from sinks in the bathrooms which is not an ideal solution. The county facilities department has evaluated the four libraries in need of drinking fountains and determined that three of them (Beauchamp, Soule and White branches) have the appropriate plumbing in place to install drinking fountains. Not installing these drinking fountains would result in the continued deficit of drinking water for patrons and staff at these county locations.

Budget: \$4,500

Purpose: Onondaga County Public Libraries is seeking legislative approval and financial support for the purchase of a replacement vehicle with wrapping to be used in its delivery system.

Background: One of the essential services listed as part of the memorandum of understanding between the Onondaga County Central Library and the 19 suburban member libraries is a delivery system tasked with the distribution of outgoing

and incoming materials throughout the 32 site library network. Over 8,000 stops are conducted annually to deliver and retrieve materials borrowed by library patrons at their library of choice. One of the main resources required to operate this system is its fleet of vehicles. The delivery system's vehicle inventory includes 4 cargo vehicles ranging in age from 9 years to 12 years of age and have all been driven at or above 100,000 miles. There has been over \$71,000.00 in repair expenses incurred by this fleet of vehicles and as the fleet ages, the maintenance costs rise exponentially. One of the older vehicles (a Ford E350 Cargo Van) accounts for 44% of the total fleet maintenance expense. The vehicle that has been identified as a viable replacement for the vehicle that has reached end of life is a Ford Transit 350 XLT Cargo Van. The MSRP is \$62,000 and the vehicle wrapping is \$5,000. Keeping this vehicle fleet current is a critical component to having a viable countywide library delivery system. Not addressing the need to replace these aging vehicles would begin to cause major delays in the transport of library materials as the vehicles continue to need significant repairs that keep them off the road.

Budget: \$67,000

A motion was made by Mr. May, seconded by Mr. Ryan, to approve this item. Passed unanimously; MOTION CARRIED.

5. WATER ENVIRONMENT PROTECTION: Shannon Harty, Commissioner

a. 2023 Transfer Resolution (\$145,000) (Sponsored by Ms. Abbott)

Purpose: WEP is seeking to transfer funds from professional services account to implement a cloud-based software program to improve and streamline WEP's management of inspection, permitting and licensing processes in Divisions which have direct interaction with third-party/public users. A transfer of funds is requested in order to use surplus in WEP's professional services account in the amount of \$145,000.

Summary: The immediate implementation will include the Department's Plumbing Control, Industrial Pretreatment and Collection System Division(s). WEP administers a plumbing permitting and inspection program (code enforcement), via the issuance of installation permits, inspections, code violation investigations, and registration of licensed plumbing professionals who have obtained Master and Journeyman certificates under the purview of the Onondaga County Examining Board for Plumbers.

With regards to the Industrial Pretreatment and Collection Systems Divisions, under authority of the Onondaga County Administrative Code, WEP established Rules and Regulations relating to the Use of the Public Sewer System and issues permits for discharge of stormwater, well water, ground water, cooling water, unpolluted water, industrial wastewater, sewage, and other wastewater into the County sewer system. Procedures for receiving, reviewing, and issuing determinations are in large part completed on paper forms. WEP is seeking to implement the cloud-based software to streamline workflows which will lead to faster approval and reduced processing times. Additional benefits include accessibility for field staff performing inspections; automation to some tasks to reduce errors and ensure consistency, improved data analysis, a better customer experience, improved historical record keeping/access, and a digital process which allows for overall better documentation of procedures and task tracking, which ensures accountability and compliance requirements.

Fiscal Impact: \$0 net effect

- Digitization of WEP's permitting processes and other workloads
- Been taking inventory of old access databases used to manage permits and other data throughout the department
- OpenGov – software used by many municipalities in NYS
- Easy interface that will allow WEP to have public portal for various vendors and residents to apply for permits
- Requesting money to kick start project in 2024 starting with plumbing permits program
- With development, ask for plumbing licenses and permits is on the uptick
- Allows for central database for workflow of applications; allow plumbers and residents to apply outside of business hours (will be open 24/7 with this cloud-based solution)
- Intent to roll to industrial permits, then other opportunities for digitizing workflow
- Get away from paper-based system

Questions/Comments from the committee:

- Is anyone else in the county using OpenGov?
 - No one else in the county is using it currently
- Has WEP vetted this with Kevin Sexton (IT), and does IT feel this is a better solution than in-house?
 - Yes, have been using old access databases created internally, and unfortunately the software has been sunsetted by Microsoft; do not have skills internally to maintain custom software
 - Cloud-based hosted solution allows relief for IT department
 - Under contract with OpenGov they provide the servers, IT support, training and guidance documents
 - Full solution package
- Town of Salina has been using OpenGov for their permit processing, and it is a good software, but WEP may want to have an upfront talk about maintenance going forward
- OpenGov upped the maintenance fees (for the town) after a couple years of being on it
- If WEP has a contract, look at multiple years of keeping maintenance agreement at a certain price (keep cost effective)
- If WEP has questions, contact town of Salina Planning (town clerk's office is on it as well)
- Years ago with the PeopleSoft transition, county found that there were many homegrown software programs done internally by IT, which saved money at the time, but as people moved on or retired, no one knew how to maintain it
- This is a good plan

A motion was made by Mr. Knapp, seconded by Mr. May, to approve this item. Passed unanimously; MOTION CARRIED.

6. HEALTH: Dr. Kathryn Anderson, Commissioner

a. 2023 Transfer Resolution (\$326,000) (Sponsored by Dr. Kelly)

Purpose: Replace vehicle taken out of service in late 2023 for Forensic Investigators scene response. Replace biohoods in the MEO Toxicology Lab and install new counters cabinets in the X-ray area.

Objective: In late September / early October an MEO scene investigation vehicle was unexpectedly deemed unfit for repair / use. An SUV was leveraged from Environmental Health after summer field work wound down. A replacement vehicle is needed to ensure 24/7 coverage for forensic investigators to get to scenes when needed, not impact other Health Department operations during 2024. \$45,000

The biohoods used in daily casework in the Toxicology lab have reached the end of their usable lifespan. This important laboratory safety equipment protects both the staff and the samples being analyzed from contamination. Reasonable use lifespans factor in such things as physical degradation of the units, energy savings, performance improvements, and the ability for vendors to service and provide parts to the equipment - \$35,000. The implementation of the new Lodox full body x-ray imaging device requires changes to physical layout of the workspace area including cabinets and countertops. \$15,000

Funding Source: Regular Employee Salary Savings

Budget: \$95,000

- \$45,000 – new vehicle for Forensic Investigators
 - Fundamental part of job to go out to investigate scenes, support families, gather information
- \$50,000 – renovation of cabinets and hoods
 - Many investigations have extensive imaging and x-rays (machine approved last year), but now requires renovation of the room to be functional

Purpose: Replace comparison microscope.

Objective: The comparison microscope is “the most important technique in the field of forensic firearms examination and comparison.” (National Institute of Justice, 2023) The current comparison microscope is well beyond its meaningful life and must be replaced. Critical to addressing gun-relating crimes, this equipment includes two compound microscopes

joined by an optical bridge to analyze tool marks on specimens. Forensic technology has grown markedly since the purchase of the last compound microscope and is key to criminal investigation and prosecution. Improvements to optics, magnification, automation of the device, and data capture combine to improve efficiency and analysis.

Funding Source: Regular Employee Salary Savings

Budget: \$96,000

Purpose: Replace field and clinic tablets with laptops.

Objective: Purchase 30 laptops and docking stations for use in clinic-based services and environmental health fieldwork services. The equipment to be replaced is used significantly away from the traditional “desk office” and has been subject to issues with internet/network connectivity, battery and charging failures, and fragility.

In addition, the use of laptops in clinic-based service areas will reduce the need for purchasing additional EMR licenses and the total cost of Medent, which is based on the number of unique connections and not users.

- . used for field help
- . for clinics; for nurses (medics)
- . 2 in room instead of laptops

Funding Source: Regular Employee Salary Savings

Budget: \$50,000

- Been using Surface Pros, but found to have lifespan of 3 years; not as functional for versatile situations
- 2 different departments will be transitioning to Dell Latitudes

Purpose: Implement visualization software to improve data analysis, support performance management, and improve communication efforts.

Objective: Purchase 10 Tableau licenses. Tableau is a visual analytics platform. This tool aligns with the Department’s goal to utilize data to improve performance, services, and staff development. Used to manage and explore data, the platform will be incorporated into our performance management and quality improvement programs.

Integral to supporting and reporting our new Strategic Plan efforts, a data-driven culture is key to our reaccreditation efforts.

Funding Source: Regular Employee Salary Savings

Budget: \$10,000

- Upstate uses Tableau quite frequently for streamlined effective data visualization
- Direction Health Department wants to go in to share information with public that is informative and up to date

Essential Need - Tick Surveillance

Total Request:	\$75,000
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Tick Surveillance:	\$75,000
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Tickborne diseases have become increasingly prevalent across the nation and NYS and constitute a growing public health concern. Efforts to prevent and diagnose tickborne disease is significantly aided by access to current and accurate information on the prevalence and type of pathogens found at the local level.

Dr. Saravanan Thangamani at SUNY Upstate has been conducting tick surveillance using a Citizen Science approach (residents mail in ticks found on themselves or their pets), where the ticks are identified and tested for any diseases. Since 2019, they have received ~3,000 ticks from Onondaga County, of which 36% carried a pathogen that could cause human disease. We know from his data that Lyme disease and other tickborne diseases are increasing in our area, representing a significant public health threat to Onondaga County.

The only other testing source, NYSDOH, performs “surveillance” for only 50 ticks per year in Onondaga County, which is insufficient to have our finger on the pulse of these emerging pathogens. OCHD seeks support for continued local testing in 2024 to provide invaluable and irreplaceable data. In exchange for this support, Onondaga County residents will receive a 50% discount on testing costs.

Further detail on the program can be found here: [Upstate Tick Testing Laboratory \(nyticks.org\)](http://www.nyticks.org)

- www.NYticks.org – website; phenomenal resource to the community
- Previously lab was open and processing samples totally free – cost of \$74 to identify tick and test for pathogens
- Funding will allow reopening of lab in April; will also offer testing at 50% reduced rate for Onondaga County

Questions/Comments from the committee:

- Is the county the only source of funding?
 - Some additional funding from Upstate, previously using startup funding
 - Rest of funding will be from fee for service approach
 - Far cheaper from other labs charging \$100-\$200 for less information
- Will people from the area still be able to access the lab and send samples?
 - Throughout the state; Onondaga County residents, because of investment, can submit ticks for 50% reduced fee
- Is this something an individual would pursue as opposed to a doctor or clinic?
 - Correct
 - NYSDOH does some tick surveillance, but is about 50 ticks/year by going out and sampling/dragging for ticks
 - Dr. Thangamani’s lab does is citizen’s science approach
 - Individuals find a tick on themselves or a pet
 - Use designated envelope to send tick to lab
 - Within couple days, the person knows what the tick was, and if it was carrying anything
 - Can bring results to doctor for next steps
- Are people doing this preemptively to medical care?
 - People should not be waiting for results to seek medical care; should get prophylaxis in timely manner
 - Can be useful to know if exposed to deer tick with Lyme disease
 - Educational approach
 - Do not encourage using this to guide whether they see a doctor
 - 30-40% of ticks are carrying a bacteria or virus; a lot carry more than one – important for doctors to know
 - If doctor has someone with Lyme disease, they may also have babesiosis or anaplasmosis
- Have used the service for family and was tremendous with quick turnaround (couple days)
- Is Dr. Thangamani publishing the information so other doctors in the community and the state are aware of his findings?
 - Yes, publishing in scientific literature; locally available on website: www.nyticks.org
 - Hover over Onondaga County to see how many ticks were sent in and percentage of positive; updated in real time
- Is there any state funding available?
 - Dr. Thangamani has aggressively pursued other funding from state unsuccessfully
 - Which is the reason to shift to fees for service; still better deal than anywhere in state
- When there are county funds appropriated for good purpose (i.e. Landmark Theater, community festival, ticks), try to look for an effort to achieve self-sustainability in the program
- Fee for service – maybe hear about its efficacy in the future, or the success or systematic approach of seeking alternate funding, so overtime a program can sustain itself

- Appreciate that; Dr. Thangamani has spent last couple years deep in finances of cost and level of community interest
- Would not reopen lab if Dr. Thangamani did not think it was sustainable
- Was there any federal funding when Dr. Thangamani started back in 2019?
 - Has tried to identify all possible sources of funding
 - May have had CDC grant, but most came from his own research funds at Upstate, which is not sustainable
- How long does \$75,000 go operationally?
- When getting into the budget, what would it look like going forward?
 - \$75,000 is important to get lab off the ground; lab has been closed for less than a year
 - This is one time with reduced rate on testing for residents, who will pay \$37 to get all the information
 - Going forward, if county chooses not to do this, it would go back to full rate to Onondaga County residents
- County will have to make decision on continuing, or what would be in the budget?
 - Yes

A motion was made by Mr. Knapp, seconded by Mr. May, to approve this item. Passed unanimously; MOTION CARRIED.

7. **CNY LYME & TICK-BORNE DISEASE ALLIANCE**: Royale Scuderi, Executive Director; Anne Messenger, Chapter Chair, Women President’s Organization
 - a. **2024 Transfer Resolution (\$75,000)** (*Sponsored by Dr. Kelly*)



2024 Alliance Approved Budget

REVENUE	TOTAL
Restricted Funds	\$217,500
Unrestricted Funds	\$225,000
TOTAL REVENUE	\$442,500
EXPENSES	
Salaries & Wages	\$275,000
Payroll Fees/Taxes/Benefits/Insurance	\$33,000
Consulting & Professional Fees	\$24,000
Accounting	\$4,000
Insurance	\$3,000
Equipment & Software	\$2,000
Outreach/Marketing	\$20,000
Annual Report	\$3,000
Lyme Walk	\$2,500
Provider Education Summit	\$20,000
Education Program Supplies	\$18,000
Postage	\$500
Printing	\$2,000
Professional Dev & Training	\$1,000
Board Retreat	\$5,000
Supplies	\$200

Telephone & Website	\$9,000
Travel	\$3,500
Subscriptions	\$500
Fundraising Expense	\$2,000
Other Professional Fees	\$500
Misc. Expense	\$300
TOTAL EXPENSE	\$429,000
2024 NET REVENUE	\$13,500

A motion was made by Mr. May, seconded by Mr. Ryan, to approve this item. Passed unanimously; MOTION CARRIED.

- 8. **SHERIFF:** Lisa Dell, Deputy Sheriff Chief Civil
 - a. **2023 Transfer Resolution (\$2,428,816)** (Sponsored by Mr. Olson)

Purpose: To move money from the Regular Employee Salaries to the Overtime Wages, Other Employee Wages and Contractual Expenses in the Sheriff’s Office Operating Budget for purpose of meeting year end obligations.

Objective/Work Plan: The three accounts projected to have shortfalls at 2023-year end in the Sheriff’s Budget are Overtime Wages, Other Employee Wages and Contractual Expenses. This transfer requires no additional funding, it merely requires moving funds from our regular (101) payroll line to the overtime (102) line, other employee wages (103) line and contractual expenses (570) line.

Overtime Wages deficit - When the Sheriff took office in January of 2023, there were over 100 funded vacancies across the roster. To ensure continuity in public safety we filled those vacant posts with current members on overtime. This increased the overtime costs, but realized a large savings in the regular pay that was budgeted. Transferring the excess amount from the regular (101) line to the overtime line will cover the deficit these vacancies caused.

Other Employee Wages deficit - When the Sheriff took office in January 2023, he appointed his command staff. All positions were approved and funded on the regular (101) line. Two of the command staff positions were placed on the other employee wages (103) line, whereas the funding for these positions remained on the regular (101) line. The transfer of funding from the regular (101) that is proposed in the attached documentation will correct this deficit.

Contractual Expenses deficit - A NYS mandate dictates that the County pays 100% toward the cost of mental health care for incarcerated individuals. Severely impaired mentally ill residents who are in the custody of the Sheriff’s Office are evaluated by qualified physicians as ordered by a court of law to determine if inpatient hospitalization is necessary. If hospitalization is determined to be necessary, the individual is then sent to a designated facility operated by either the Office of Mental Health or Office of People with Developmental Disabilities. These offsite costs are highly variable as we do not know how many individuals would be sent to these facilities in any given year or for how long they will stay. The cost of OMH hospitalizations alone nearly doubled from April 2023 to June 2023 from \$178,375 to \$343,699 per month and remained at that elevated level for the remainder of 2023.

Below is a summary of where estimated funds will be coming from.

Funding Source: *The funding will come from the Regular Employee Salaries account.*

Budget:

Transfer From Account		Amount
641010	Regular Employee Salaries	\$ 2,428,816

<u>Transfer To Account</u>		<u>Amount</u>
641020	Overtime Wages	\$ 1,679,973
641030	Other Employee Wages	\$ 85,150
695700	Contractual Expenses Non-Govt	\$ 663,693

A motion was made by Mr. May, seconded by Mr. Ryan, to approve this item. Passed unanimously; MOTION CARRIED.

9. **COUNTY CLERK:** Joshua Ludden, First Deputy County Clerk

a. **Authorizing New York State Reimbursement for 2024 Expenses of the Recording Officer for the County of Onondaga for Administration of Mortgage Taxes (\$516,922)**

A motion was made by Mr. Knapp, seconded by Ms. Abbott, to approve this item. Passed unanimously; MOTION CARRIED.

10. **COMPTROLLER:** William Ryan, Chief of Staff

a. **Amending the 2023 County Budget to Make Funds Available to Support Digitization of Payroll Records (\$75,000)**

Purpose: *The Comptroller's Office has been in the process of digitizing the County's old payroll records currently existing on index cards or microfiche. We believe this digitization process will preserve the County's payroll records and increase efficiency in researching the files currently on microfiche. The Comptroller's Office secured a \$75,000 grant from New York State to digitize payroll records in 2023, and the Onondaga County Legislature approved an additional \$75,000 as a match to help secure the grant. To date, information from almost 80,000 images from index cards and other records have been digitized.*

Objective/Work Plan: *This is a large scale project which may span years. The Comptroller's Chief of Staff and Administrative Officer continue to be the project leads. Overall we hope to digitize 710,000 images.*

Funding Source: *Transfer from the General Fund into digitization grant.*

Budget: *Transfer monies from the General Fund into the digitization grant - \$75,000*

- Have antiquated system with cards for getting payroll for retirement or social security system; using microfiche
- Much better way using Docuware
- Approximately halfway through project, which began a year ago
- Applied for grant through NYS Archives and awarded \$75,000; Legislature approved \$75,000 match in June 2023
- Applying for grant again; if legislature approves this \$75,000, believe this should take it to completion
- 74,492 cards have to be digitized, which represent people employed at County prior to PeopleSoft

Questions/Comments from the committee:

- What is the overall status of the payroll system (PeopleSoft), where do the duties lie, and is Comptroller's still doing manual record checking?
 - Both – 4 years ago people would have stacks of paper and checking payroll entries
 - Lot of disagreement with previous Comptroller's office and administration about PeopleSoft and payroll function
 - Did number of tests in first 6 months, and it is fine system for what it is
 - Convinced it is not the best payroll system, but it is what the county has
 - Continuing to audit payroll
 - Biggest concern was that the previous system was not supported
- All phases of PeopleSoft are implemented, correct?
 - Correct

- Does it help to have the matching amount for the state grant money?
 - Absolutely; in guidance for grant, NY does not want to be the only provider
 - County government being 50/50 helps immensely
- Is PeopleSoft not going to be supported in the future?
 - It is supported; talking about the previous payroll system

A motion was made by Ms. Abbott, seconded by Mr. Ryan, to approve this item. Passed unanimously; MOTION CARRIED.

- Personnel:
 - Oracle will continue to support PeopleSoft (PS) product for number of years (committed to it)
 - Oracle looking to transition clients to cloud based products developed since purchasing PS years ago

11. PERSONNEL: Carl Hummel, Commissioner

a. 2023 Transfer Resolution (\$6,000)

Purpose: Purchase date stamp machine and County Job Fair supplies (easel, tablecloths, banners, promotional items)

Objective/Work Plan: Onetime purchase - \$6,000. The Personnel Department date stamp machine is due for replacement. Our current date stamp is very old and struggles to keep the correct date/time. We have repaired this stamp in the past, but feel it is best to replace it altogether at this time. We need an accurate date stamp to ensure the correct date/time documents are received. Other departments also depend on the accuracy of this stamp to verify when items are received (i.e. bids for Purchasing, legal documents for law)

The Personnel Department need additional job fair supplies such as easels, tablecloths, banners, and other promotional items. These items are needed as we will be offering County job fairs in additional locations that will not have supplies on hand for our use. In the past, we have utilized the OnCenter for County job fairs. The OnCenter provided some of these supplies for our use. With additional job fair locations, we will not be guaranteed these items and would like to have supplies on hand as needed.

Funding Source: Professional Services - 694080

Budget: \$6,000

- Timestamp machine - \$1,000
 - Critical with paper based world and applications; accept bids for purchasing and send to Law Department
 - Machine is old and no local company supports it
- Job Fair materials (whether hosting or attending) - \$5,000
 - Personnel Department currently looks like home garage startup company with billboard and copy
 - Need to get tents, accordion banners, etc. to attract talent needed
 - Continue to have recruitment issues and need to draw attention to Onondaga County

Questions/Comments from the committee:

- Concerning recruitment and hiring, are things better in Onondaga County given the technical hurdles?
 - Workforce has changed, paradigm has shifted; way to approach people has shifted
 - Employee in Personnel with media background handling social media and outreach for recruitment
 - Starting to see results from it; more coming back in terms of applicants
 - Done better with recent exams
 - Applications falling off last 4 years, but some are ticking back up; still well below where used to be
 - State recognizes this and has changed HELP program
 - HELP program expanded to entry level for state positions only, which happened in January, but huge outcry from towns, counties and cities
 - February 14th the state expanded HELP for all entry level positions
 - County still has to jump through the hoops for state approval
 - Will come back many times this year to bring lots of positions to be put into HELP program

- For next year plus, should be able to avoid civil service exams for entry level positions
- Currently, will lose candidates because of the length of time to hire them
 - Jobs used to be coveted; people would wait the 6 months to take exam, go through process and get hired
 - Does not happen anymore; if county does not hire someone within a month, will lose them
- Hopefully will be more changes to civil service in future
- Positions not covered by HELP will continue to have problems (i.e. length of time it takes)
- Which departments are the top challenges for hiring in county?
 - Departments with technical fields and require more education (i.e.) WEP or IT
 - Competition for applicants are high, and if county cannot get them right away, will not get them
- What jobs are a problem and do not qualify for HELP?
 - Nice iteration of this HELP program is that the exam history and recruitment issues are not considered
 - Most of what the county sends through should be accepted
 - It will be more focused on type of work, whether or not it is truly an entry level position
 - Some promotional positions with open competitive can get in, but will be questionable
 - Passed on Feb. 14th and still no guidance from state in writing; hope to have it by early March
- Is the red tape of applying still an issue?
 - Even with it, will still have to submit resolutions and justification to the state
 - No longer talking about ~20 titles; takes Director hours/days to prepare; now looking at 100's of titles
- Concerning recruitment, a couple instructors reached out about hiring; has the County considered partnering (with i.e. Syracuse City School District)? SCSD has skilled trades including electrical, and are willing to meet and structure it
 - Have not done anything, but will reach out to Commissioner Harty (WEP) about it

A motion was made by Mr. Knapp to approve this item.

- Overall, has the HELP program been good?
 - Yes; particularly with Children & Family Services by filling all caseworker positions
 - Good job with Social Services positions as well
 - Because they are all entry level, they are not qualified to get to next level (Specialist)
 - Commissioner Merrick has 15-20 Income Maintenance Specialist vacancies, but flush with workers
 - No one to determine eligibility, because they have not been there long enough
 - Will be good in the end; waiting for it to work itself out

Ms. Abbott seconded the motion. Passed unanimously; MOTION CARRIED.

12. FINANCE: Mary Beth Togni, Assistant Director, Real Property Tax
a. 2023 Transfer Resolution (\$15,000)

Purpose: Purchase a plotting printer/scanner for Tax Mapping.

Objective/Work Plan: Finance Real Property plotting printer/scanner. Specialized equipment is required to digitize volumes of velum maps, which are fragile, historically significant and heavily utilized by Real Property Tax Services.

Funding Source: Regular Employee Salary Savings

Budget: \$15,000

- Printer will scan historical documents and produce annual tax maps done currently by an outside vendor

A motion was made by Mr. Knapp, seconded by Mr. May, to approve this item. Passed unanimously; MOTION CARRIED.

b. Approving and Directing the Correction of Certain Errors on Tax Bills

A motion was made by Mr. May, seconded by Mr. Ryan, to approve this item. Passed unanimously; MOTION CARRIED.

13. COUNTY LEGISLATURE:

a. Standard Work Day Resolution for Employees

- List of titles and standard work day hours

A motion was made by Mr. Knapp, seconded by Ms. Abbott, to approve this item. Passed unanimously; MOTION CARRIED.

The meeting was adjourned at 11:33 a.m.

Respectfully submitted,



JAMIE McNAMARA, Clerk
Onondaga County Legislature

ATTENDANCE

COMMITTEE: WAYS & MEANS COMMITTEE

DATE: FEBRUARY 27, 2024

NAME (Please Print)	DEPARTMENT/AGENCY
Carol Hubbrook	Onondaga Cty Finance
Mary Beth Togni	RPTS Onon Cty.
Mr Cox	GCPC
Dawn Mavoron	GCPC
Asst: Smiley	Finance
Jason Dean	Finance
Kate Adlase-	OCHD
Time Messengers	Ony Lyme + Tick-Borne Disease Alliance
Jim Trapanesi	County
Jack Ludden	Clerk
Lynne Walker	Clerk
Ronald Smith	Committee
Robert Smith plus 4	OCSO
Bill Ryan	Comptroller Ofc.
Carl Hummel	Personnel
M. Mignzo	OCHD
Darcia Lesniak	Leg
Jim Bebe	Leg
John DeSantis	Leg.
Ben Yaus	Law
Joe Frateschi	Leg.
Steve Morgan	CFO