



Tioga County Worksession Minutes **August 4, 2022 – 1:00 p.m.**

Legislators Present:

Legislator Brown
Legislator Ciotoli
Legislator Monell
Legislator Mullen
Chair/Legislator Sauerbrey
Legislator Standinger

Legislators Absent:

Legislator Hollenbeck
Legislator Roberts
Legislator Weston

Guests:

Paul Bishop, Center for Governmental Research (*Via Zoom*)

Staff Present:

Peter DeWind, County Attorney
Cathy Haskell, Legislative Clerk
Amy Eiklor, Deputy Legislative Clerk
Christine Freyvogel, Secretary to County Attorney (*Departed at 1:05 p.m.*)
Lori Morgan, Director of Community Services (*Departed at 1:54 p.m.*)
Sarah Begeal, Deputy Director of Community Services (*Departed at 1:54 p.m.*)
Gary Hammond, Commissioner of Public Works
Linda Parke, Personnel Officer
Laura Schurter, Accountant
LeeAnn Tinney, Director of ED&P (*Arrived at 1:07 p.m.*)
Dawn Thorpe, Safety Officer (*Arrived at 1:28 p.m.*)
Mike Simmons, Director of Emergency Services (*Departed at 1:54 p.m.*)

Call Meeting to Order: Chair Sauerbrey opened the meeting at 1:00 p.m.

Ambulance Study – Paul Bishop: Director of Emergency Services, Mike Simmons, introduced Paul Bishop from the Center for Governmental Research. Mr. Bishop conducted an ambulance study on behalf of Tioga County. Mr. Bishop reported the following key findings:

- Tioga County's EMS agencies vary greatly from fully volunteer to nearly fully paid. Some communities within the county do not have their own EMS service and must contract with a neighboring community
- There are about 20 EMS calls per day in Tioga County
- About 90% of EMS calls are answered by an agency with partially or fully paid staff
- The number of certified EMS providers who live in Tioga County has declined by 42% in the last 5 years

Mr. Bishop made the following recommendations to improve Tioga County's EMS system:

- EMS Coordinator position in Tioga County is part-time. Mr. Bishop recommends creating a full-time EMS Coordinator position.
- Evaluate the need for additional staffing in Emergency Communications
- Establish performance goals for EMS agencies
- Strongly encourage the use of IAmResponding (IAR) software to indicate units available
- Improve Emergency Medical Dispatch (EMD) utilization
- Quickly implement and require global positioning for EMS
- Response times for critical calls should be 10 minutes or less 90% of the time and 15 minutes in rural areas
- Implement an EMS Retention Task Force
- Work with Towns & Villages to improve their EMS services
- Work with Town of Owego to develop a Town EMS agency in order to reduce duplication and costs

FOIL Appeal Hearing – County Attorney DeWind: County Attorney DeWind presented an appeal of a FOIL request for review and consideration by the Legislature. Attorney DeWind presented the original request and reasons for denial. A straw poll was conducted, with Legislators Hollenbeck, Roberts, and Weston absent, to uphold the denial. A letter will be drafted for Chair Sauerbrey's signature advising the appellant of the Legislature's decision. A letter will also be sent to the Committee on Open Government.

Offsite Building Discussion: Chair Sauerbrey reported she spoke with Village of Waverly Mayor, Patrick Ayres, who expressed interest in having Tioga County rent office space at the Village Hall. Currently, Mental Hygiene has a satellite office in Waverly that is leased from Jeff Barber. That lease expires a year from now and the annual cost is about \$24,000. The Village of Waverly is using ARPA funds to renovate the vacant space, but Tioga County would be responsible for furnishings and construction to fit specific needs. Commissioner of Public Works, Gary Hammond, stated Hunt Engineering will furnish him a blueprint of the Village Hall. Director of Community Services, Lori Morgan, stated in recent years, she has lost about half of her space due to expansion. For example, group rooms were converted to office spaces. A potential move to the Village would increase Mental Hygiene's space by roughly 1,300 square feet. Ms. Morgan indicated she would like a new space, but would first need to know the cost. Ms. Morgan would only like to move if the cost was the same, or lower, than what she is paying now. Legislator Mullen stated he would like a long-term lease from the Village. Mental Hygiene's current lease is renewed every two years. Legislator Mullen would prefer a lease of at least five years.

Legislator Monell expressed concern that Tioga County could be responsible to pay for a large portion of the remodel. Mr. Hammond stated many fixtures and equipment at Mental Hygiene's current Waverly office were built by Public Works. Mr. Hammond hopes some of those items could be reutilized. Legislator Monell asked when the renovations are expected to be completed. Chair Sauerbrey stated Mayor Ayres expects the renovations to be completed in roughly six months.

There have been previous discussions about a satellite DMV office at the Village Hall. Chair Sauerbrey suggested County Clerk Andrea Klett perform a cost benefit analysis on a DMV satellite office in Waverly before any further discussions occur on the DMV. Chair Sauerbrey doesn't want to make a commitment yet, but asked her fellow Legislators if they would be willing to continue discussing renting office space from the Village of Waverly. There were no objections to continuing the discussions. The matter will be discussed at a later date.

Security Update: Chair Sauerbrey introduced Safety Officer, Dawn Thorpe, who has been working on upgrading security at 56 Main Street. Ms. Thorpe reported she has been researching X-ray machines, magnetometers, and security for the entrance. Keyless entry is also in the works for the exterior doors. Most importantly, the camera system will be upgraded. In the future, Ms. Thorpe would like intercoms and keyless entry for interior doors.

Chair Sauerbrey reported there is currently about \$300,000 in IT's budget that may help cover some of the cost of equipment. Also, there are ARPA funds left over that may help cover the cost of security. Ms. Thorpe is waiting to receive a quote from Securitas, a company that provides security services, to determine how much trained guards at the entrance might cost. Securitas guards are currently utilized at the HHS building.

Chair Sauerbrey reported she is looking for support from the Legislature on moving forward with security upgrades to 56 Main Street. She asked the Legislators in attendance if they support moving forward with security upgrades. On straw poll vote, the Legislators in attendance, with the exception of Legislator Monell, supported moving forward. The 56 Main Street Security and Safety Committee will move forward with security upgrades.

Approval of Worksession Minutes: On motion of Legislator Monell, seconded by Legislator Mullen, the July 21, 2022 minutes were unanimously approved.

Action Items: Currently we have none.

Legislative Support: Legislative Clerk Haskell asked for approval of the July 7, 2022 Legislative Support committee minutes. On motion of Legislator Brown, seconded by Legislator Monell and unanimously carried, the minutes were approved.

Legislative Clerk Haskell reported the following:

- The Legislative Office has expended 53.1% of their budget to date, which is slightly less than this time last year
- No significant changes to report on the 2023 budget
- Ms. Haskell will be selling back 5 days of vacation, which she has done annually for the past few years
- Ms. Haskell reported Department Head Evaluations are due September 9, 2022

Resolutions: Ms. Haskell reviewed the agenda and resolutions for the August 9, 2022 Legislature meeting with discussion occurring on the following:

- ***Amend Resolution No. 152-22 Authorize Amended Agreement with Motorola Solutions Change Order #3 – Emergency Management:*** Legislator Monell inquired about the purpose of the resolution. Mr. Simmons explained that the previously passed resolution erroneously stated available grant funding would be utilized for additional expenses on the project. This amendment to the resolution states the additional E911 Surcharge money should be utilized for the upgrades.

Other: Currently we have none.

Executive Session: Six Legislators were in attendance. Legislative Clerk Haskell and County Attorney DeWind remained in attendance. Motion by Legislator Monell, seconded by Legislator Brown to move into Executive Session to discuss litigation at 2:03 p.m. Motion carried. Motion by Legislator Monell to adjourn. Executive Session adjourned at 2:12 p.m.

Meeting adjourned at 2:12 p.m.

Next Worksession scheduled for Thursday, August 18, 2022, at 10:00 a.m.

Respectfully submitted,

Amy Eiklor

Deputy Legislative Clerk