

Agenda

Administrative Services Committee

January 16, 2024, 5:00 p.m., Legislative Chambers

Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (12/11/23)
- C. Privilege of the Floor
 - 1. Tabled Motion – Apologize to the Healthy Communities Alliance and the Strong Starts Coalition
 - 2. Local Law Intro 1-24 – A Local Law Amending Local Law 13-22 Providing for a Management Salary Plan for County Officers and Employees (re: Administrative Coordinator for the Department of Health)
 - 3. Local Law Intro 2-24 – A Local Law Amending Local Law 13-22 Providing for a Management Salary Plan for County Officers and Employees (re: Deputy Compliance Officer)
 - 4. Proposed Resolution – Confirm Reappointments- Chautauqua County Ethics Board
 - 5. Proposed Resolution – Amend Rules and Regulations of the Chautauqua County Legislature
 - 6. Discussion – Salary Review Commission Recommendations
 - 7. Other –

CHAUTAUQUA COUNTY

TABLED MOTION

NO. _____

TITLE: Apologize to the Healthy Communities Alliance and the Strong Starts Coalition

AT THE REQUEST OF: Legislator Parker:

WHEREAS, public officials representing Chautauqua County have made incautious claims about a good and reputable organization; and

WHEREAS, these incautious claims unfairly impugn the reputation of this organization, and its programs, and

WHEREAS, the Healthy Communities Alliance and the Strong Starts Coalition is conducting tremendously important evidence-based work in Chautauqua, where Prenatal Substance Exposure (PSE) rates are five times higher than the NYS rate, and where Strong Starts data has shown that more 63% of pregnant women are using a substance during pregnancy that could potentially cause harm to their unborn children's health, well-being, development, and lifelong executive functioning.

WHEREAS, the benefits of the Strong Starts Coalition's system approach; the evidence base behind the Screening, Assessment, Referral, and Treatment (SART) model being adapted for use in Chautauqua County; is an example of the successes, challenges, and outcomes possible when cross-sector collaboration occurs

WHEREAS, this Legislature will not abide unfairly impugning the reputation of this organization, and its programs associates; now, therefore, be it

MOVED, that this Legislature, on behalf of the residents of Chautauqua County represented herein, publicly, and unreservedly apologizes to Healthy Community Alliance and the Strong Starts Coalition.

LOCAL LAW
INTRODUCTORY NO. 1-24
CHAUTAUQUA COUNTY

A LOCAL LAW AMENDING LOCAL LAW 13-22 PROVIDING FOR A
MANAGEMENT SALARY PLAN FOR COUNTY OFFICERS AND EMPLOYEES
(re: ADMINISTRATIVE COODINATOR FOR THE DEPARTMENT OF HEALTH)

BE IT ENACTED, by the County Legislature of the County of Chautauqua, New York,
as follows:

Section 1. Purpose.

The purpose of this Local Law is to amend the Management Salary Plan set forth in
Local Law 13-22, and as amended, to set the salary for Administrative Coordinator for
Department of Health.

Section 2. Salary Levels.

The title of Administrative Coordinator for Department of Health shall be placed in
Range 5 (\$53,674 - \$82,248) of the 2024 Management Salary Plan.

Section 3. Severability.

In the event any provisions or part of this Local Law shall for any reason be adjudged
invalid by a court of competent jurisdiction, such judgment shall not affect, impair or invalidate
the remainder of the Local Law.

Section 4. Effective Date.

This Local Law shall become effective upon filing with the Secretary of State.

Sponsor: Legislator Bob Scudder

LOCAL LAW
INTRODUCTORY NO. 2-24
CHAUTAUQUA COUNTY

A LOCAL LAW AMENDING LOCAL LAW 13-22 PROVIDING FOR A MANAGEMENT
SALARY PLAN FOR COUNTY OFFICERS AND EMPLOYEES
(Re: Deputy Compliance Officer)

BE IT ENACTED, by the County Legislature of the County of Chautauqua, New York,
as follows:

Section 1. Purpose.

The purpose of this Local Law is to amend the Management Salary Plan set forth in Local Law 13-22, as amended, to set a non-schedule salary range for the position of Deputy Compliance Officer. The position of Deputy Compliance Officer is an additional title which may be designated by the County Executive for a department head in Range 12 or above of the Management Salary Plan. In addition to their department head duties, the Deputy Compliance Officer will assist the Compliance Officer as directed. The Deputy Compliance Officer will, in the absence of a Compliance Officer, be the point of contact on all compliance questions and issues, directly consult with the Compliance Committee, assist in the formulation of County-wide compliance policies and procedures, and performs such other duties as legally mandated of a Compliance Officer.

Section 2. Salary Level.

The position of Deputy Compliance Officer shall have a non-scheduled salary range of \$5,000 to \$92,778, which shall be in addition to the regular salary of the department head designated with the title.

Section 3. Severability.

In the event any provisions or part of this Local Law shall for any reason be adjusted invalid by a court of competent jurisdiction, such judgment shall not affect, impair or invalidate the remainder of the Local Law.

Section 4. Effective Date.

This Local Law shall take effect upon filing with the Secretary of State.

Sponsor: Legislator Bob Scudder

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Confirm Reappointments- Chautauqua County Ethics Board

BY: Administrative Services Committee:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, County Executive Paul M. Wendel, Jr. has submitted the following reappointments for action by the Chautauqua County Legislature; therefore be it

RESOLVED, That the Chautauqua County Legislature does hereby confirm the following reappointments to the Chautauqua County Ethics Board.

Dr. John P. Hamels
5996 Welch Hill Rd.
Ripley, NY 14775
Term Expires: 1/31/27
(Reappointment)

Diane Hannum
10435 Bay Shore Dr.
Dunkirk, NY 14048
Term Expires: 1/31/27
(Reappointment)

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Amend Rules and Regulations of the Chautauqua County Legislature

BY: Administrative Services Committee:

AT THE REQUEST OF: Chairman Pierre E. Chagnon:

WHEREAS, the County Legislature's current rules and regulations were enacted and amended pursuant to Resolutions 142-02, 243-02, 74-03, 160-03, 216-03, 55-05, 86- 06, 09-06, 224-07, 82-09, 88-10, 203-18 and 165-21; and

WHEREAS, Chairman Chagnon has reviewed the current rules and regulations and has recommended amendments to Section I; and

WHEREAS, Rule 3(D) of Section I in the rules and regulations sets forth the process of providing Legislators, and members of the press and public, a listing of the communications received, the agenda for the day and other special business that may be brought to the attention of the legislature; and

WHEREAS, Rule 3(D) of Section I in the rules and regulations further provides that all correspondence or communications for the meeting shall be made available or read by the Clerk, if requested; and

WHEREAS, Rule 3(D) does not currently require the Clerk to email each legislators copies of correspondence and communications received; and

WHEREAS, Rule 3(A) and (C) of Section I in the rules and regulations provide time limits to individuals speaking during Privilege of the Floor in order to maintain good order and to allow the Legislature to conduct business, and

WHEREAS, the intent of Rule 3(D) of Section I in the rules and regulations was to provide Legislators, and members of the press and public, information regarding the Legislative Meeting and was not intended to circumvent Rule 3(A) and (C) regarding Privilege of the Floor; and

WHEREAS, it is desirable to amend the rules and regulations to ensure that legislators are provided, via email, all correspondence and communications received prior to meetings, and further to ensure clarity and continuity regarding Privilege of the Floor; now therefore be it

RESOLVED, That the County Legislature's Rules and Regulations are hereby amended with ~~strikeout~~ and inserted underlined text in Section I, as follows:

Rule 3(D) of Section 1 – Order of Business

Before the commencement of business at any meeting, the Clerk shall provide each Legislator, by email, a listing of the copies of all correspondence and communications received, the agenda for the day and other special business that may be brought to the attention of the Legislature. The Clerk shall also provide an appropriate number of copies of the agenda for the day for members of the press and public who may be present at the meeting. All correspondence or communications received by the Clerk for the meeting shall be listed on the agenda for the day, and will be made available at the Clerk's office or sent via email, upon request. ~~or read by the Clerk, if requested. Before action upon any local law, motion, or resolution, the Clerk shall read the number assigned and the short title of the local law, motion, or resolution.~~

New Rule 3(G) of Section I-Order of Business

Before action upon any local law, motion, or resolution, the Clerk shall read the number assigned and the short title of the local law, motion or resolution.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date