

**STEBEN COUNTY ADMINISTRATION COMMITTEE**

*Tuesday, January 10, 2017*

*9:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*AGENDA\*\***

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES – [December 13, 2016](#)**

**III. GRIEVANCES**

**IV. DEPARTMENT REQUESTS**

- A. Risk Manager (*Scott Sprague*)
  - 1. **Property/Casualty Insurance Renewal w/ Rose & Kiernan**
  - 2. **PERMA Contract Renewal**
  
- B. Personnel (*Nate Alderman*)
  - 1. **Reclassification – Information Technology**
    - a. *Reclassify a Vacant Computer Programmer, Grade XIV (\$37,654 - \$53,159) to Network Administrator, Grade XVI (\$41,977 - \$59,260)*
  
- C. County Clerk (*Judy Hunter*)
  - 1. **Review RFP for Integrated County Clerk Records Management System**
  
- D. County Manager (*Jack Wheeler*)
  - 1. **Contract – Mary Perham d/b/a Perham Communications for Public Relations Services (\$20,000)**
  - 2. **Conflict Defender**
  - 3. **Fleet Management RFP**

**V. OLD BUSINESS**

**VI. NEW BUSINESS**

**VII. ADJOURNMENT**

*Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4<sup>th</sup> Monday of each month at 10:00 a.m., unless otherwise noted on the Legislative Calendar. If you have an issue you wish to discuss with a Standing Committee, you must receive the permission of the Chairman of the Standing Committee prior to that meeting and be placed on the agenda.*

*If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at (607) 664-2247 at least 48 hours prior to the scheduled meeting to advise what accommodations will be necessary.*