I. CALL TO ORDER

Mr. Schu called the meeting to order at 9:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 10, 2020, AND APRIL 1, 2020, MEETINGS MADE BY MS. FITZPATRICK. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE)

III. GRIEVANCES

1. Clarifying the Legislature’s Designee for the Filing of Grievances by All Bargaining Units – Mr. Alderman explained with two of the bargaining units, when a grievance is filed it comes to my office and we bring it to you when it comes to the second stage. For some reason, the Deputies Association Unit has it set up that the first stage is a verbal grievance to the Sheriff. If he answers in the negative and it goes to a second stage that is delivered directly to you, the Legislature, and completely bypasses my office, and my office generally does the background work for you. He requested, in an effort to make the process the same across the units, that the Legislature designate the Personnel Officer to receive second stage grievances.

MOTION: DESIGNATING THE PERSONNEL OFFICER TO RECEIVE SECOND STAGE GRIEVANCES FROM ALL BARGAINING UNITS ON BEHALF OF THE LEGISLATURE MADE BY MS. FITZPATRICK. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE). Resolution Required.

IV. DEPARTMENTAL REQUESTS

A. Risk Manager

1. Approval to Add Village of Hammondsport to Workers’ Compensation Plan – Mr. Sprague explained the Village of Hammondsport has been directly with PERMA for five or six years and they would like
to come on our plan. The premium for them to join our plan would be $10,900 with no losses. They would like to join our plan effective with their renewal which would be July 1, 2020.

MOTION: AUTHORIZING THE VILLAGE OF HAMMONDSPORT TO JOIN THE COUNTY’S WORKERS’ COMPENSATION PLAN FOR A PREMIUM AMOUNT OF $10,900, EFFECTIVE JULY 1, 2020 MADE BY MS. FITZPATRICK. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Cyber Security Insurance – Mr. Sprague stated the conversation regarding cyber security insurance was started several months ago by Mr. Brewer. Currently we have a cyber security policy through Chubb Insurance. This policy has a $1 million liability limit with a $25,000 deductible for an annual cost of $11,854. We looked at increasing the coverage to $3 million, which will cost an additional $14,605 bringing the annual total to $26,459. Lastly, we looked at increasing the coverage to $5 million which will cost an additional $23,993 bringing the annual total to $35,847.

Mr. Sprague stated this conversation started back when we were talking about the Sheriff’s Department and their laptops, but was brought up again given the current circumstances and the number of employees working from home. Mr. Wolverton explained we have 200 laptops and one of the Sheriff’s MDT’s got encrypted. That laptop is not connected in any way to the County’s network, but is connected to the Sheriff’s network and we had to reimage the laptop. That’s what started this conversation. During 2019 there were numerous cryptoware attacks in Upstate New York. These occurred in the Syracuse City School District, the Onondaga Library, City of Albany government, Hamilton County and in 2017, Schuylerville County.

Mr. Schu asked what are your thoughts? Mr. Sprague replied I think the $3 million would give us a level of coverage that would be sufficient. With what is going on in the country, you will see a lot more of this. The $5 million is way more than what we need.

Ms. Fitzpatrick would the deductible be at the $25,000? Mr. Sprague replied there would be the same deductible option. He stated he can look to see if there is a higher deductible available. Ms. Fitzpatrick stated her main concern is with budgeting extra money. She would like to see what the price would be with a higher deductible. Mr. Sprague stated he will reach out and find out the prices for higher deductibles.

Mrs. Ferratella asked do you have money in the budget for this? Mr. Wolverton replied no, we were only budgeting for the $1 million coverage.

Mr. Van Etten stated his opinion is that we need to go to the $3 million. Given the fact that we have ordered 100 new laptops, we definitely have increased exposure. Whether we ask for different deductibles or not, we need this insurance because the risk is out there.

Mr. Schu asked would you like a special meeting before the Board meeting? Ms. Fitzpatrick stated she would be in favor of that.

Mrs. Lando asked what does that insurance buy us? Mr. Sprague replied it buys you protection from ransomware. It would cover your costs for everything that we would need to do to get back up and running. The $1 million will not go very far.

Ms. Lattimer asked can you restate the cost for the $3 million coverage? Mr. Sprague replied the $1 million coverage would have an annual cost of $11,854. The $3 million coverage would cost an additional $14,605 bringing the total annual cost to $26,459.

Ms. Fitzpatrick asked are there other things being put into place to protect us? Mr. Wolverton replied there are other tools to monitor the network. We are in pretty good shape now. We purchased DarkTrace to monitor the internet and FireEye to monitor all traffic in and out. There are a few additional things that we could purchase such as logging software. Ms. Fitzpatrick asked have you investigated that option and is there a process on every
laptop while working remotely? Mr. Wolverton replied we have the firewall. Every laptop is connected back through the VPN. We have installed anti-virus and malware on each laptop. What we can’t stop is people using the county device for things that are not county related. If they do get a laptop infected, then our network is infected. Mr. Wheeler stated we do have a computer use policy and we did send out another communication to employees on that. Mr. Wolverton commented this is not a new issue, it is just bigger because we have more laptops out there.

MOTION: TABLING FURTHER DISCUSSION UNTIL A SPECIAL MEETING TO BE HELD PRIOR TO THE APRIL 27, 2020 LEGISLATIVE MEETING TO ALLOW THE RISK MANAGER ADDITIONAL TIME TO PROCURE QUOTES AT A HIGHER DEDUCTIBLE AND TO ALLOW THE DIRECTOR OF INFORMATION TECHNOLOGY TO PURSUE ADDITIONAL SOFTWARE TO TRACK LOGGING ACTIVITY MADE BY MS. FITZPATRICK. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE)

C. Personnel

1. Reclassifications – Sheriff’s Office - Mr. Alderman stated he has three reclassifications for the Sheriff’s Office and he believes that everyone received the Sheriff’s narrative.

   a. Reclassify One (1) Vacant Senior Criminal Investigator Position, Grade XIV ($71,101) to One (1) Criminal Investigator Position Grade XIII ($67,917) – Mr. Alderman stated this is a downgrade.

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE (1) VACANT SENIOR CRIMINAL INVESTIGATOR POSITION, GRADE XIV TO ONE (1) CRIMINAL INVESTIGATOR POSITION, GRADE XIII IN THE SHERIFF’S OFFICE MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   b. Reclassify One (1) Deputy Sheriff Position, Grade XI ($38,825 - $61,384) to One (1) Deputy Sheriff Corporal Position, Grade XII ($64,726) – Mr. Alderman explained this reclassification will allow for a Supervisor that is lacking on one of the shifts.

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE (1) DEPUTY SHERIFF POSITION, GRADE XI TO ONE (1) DEPUTY SHERIFF CORPORAL POSITION, GRADE XII IN THE SHERIFF’S OFFICE MADE BY MRS. FERRATELLA. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

   c. Reclassify One (1) Vacant Full-Time Corrections Officer Position, Grade X ($38,813 - $49,368) to Two (2) Part-Time Criminal Investigator Positions, Grade XIII ($23.00/hour)

MOTION: AUTHORIZING THE RECLASSIFICATION OF ONE (1) VACANT FULL-TIME CORRECTIONS OFFICER POSITION, GRADE X TO TWO (2) PART-TIME CRIMINAL INVESTIGATOR POSITIONS, GRADE XIII MADE BY MS. FITZPATRICK. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Manager

1. Rural Broadband IMA – Mr. Wheeler stated since we last met, Chemung County has formally joined the coalition. The original IMA specifically identified all counties in the coalition, with the exception of Chemung. He requested authorization to amend the IMA to include Chemung County. With Chemung joining, this will reduce our contribution $7,000 - $10,000.

MOTION: AUTHORIZING THE COUNTY MANAGER TO AMEND THE RURAL BROADBAND IMA TO INCLUDE THE ADDITION OF CHEMUNG COUNTY IN THE COALITION, AND ADJUSTING THE SUBSEQUENT COUNTY SHARE TO REFLECT THIS ADDITION MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION, AND ARTICLE 7§ 105.1.E. COLLECTIVE NEGOTIATIONS PURSUANT TO ARTICLE FOURTEEN OF THE CIVIL SERVICE LAW MADE BY MS. LATTIMER. SECONDED BY MS. FITZPATRICK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MS. FITZPATRICK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING A MEMORANDUM OF AGREEMENT WITH THE THREE BARGAINING UNITS FOR ADDITIONAL LEAVE COMPENSATION RELATIVE TO THE COVID-19 PANDEMIC RESPONSE MADE BY MRS. FERRATELLA. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MRS. FERRATELLA. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**
Tuesday, May 12, 2020
Legislative Committee Room
9:00 a.m.

Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON
Wednesday, May 6, 2020