**MINUTES**

COMMITTEE:  
John V. Malter, Chair  
Jeffrey P. Horton, Vice Chair  
Aaron I. Mullen  
Thomas J. Ryan  
Frederick G. Potter  

STAFF:  
Jack K. Wheeler  
Christopher Brewer  
Jennifer Prossick  
Brenda Scotchmer  
Tim Marshall  
Tina Goodwin  
Bill Caudill  
Darlene Smith  

LEGISLATORS:  
Scott J. Van Etten  
Robin K. Lattimer  
Carol A. Ferratella  
Kelly H. Fitzpatrick  
K. Michael Hanna  
Hilda T Lando  
Steven P. Maio  
Robert V. Nichols  
Gary B. Roush  
Gary D. Swackhamer  
Paul E. Van Caeseele  

OTHERS:  
Mary Perham  
Youth in Government Interns  
Jim Gallagher

I. **CALL TO ORDER**

Mr. Malter called the meeting to order at 9:45 a.m.

II. **GENERAL BUSINESS**

A. **Resolution Re: Re-Opening New York State Courts** – Mr. Malter asked if there were any questions or comments about the proposed resolution.

**MOTION:** URGING THE NEW YORK STATE OFFICE OF COURT ADMINISTRATION TO RE-OPEN NEW YORK STATE COURTS MADE BY MR. POTTER. SECONDED BY MR. HORTON. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. **Approving the Public Health Emergency Response Plan** – Mr. Wheeler stated the New York State Legislature and the Governor adopted a law requiring each municipality to adopt a health emergency response plan. We worked with the department heads, and everything in the health response plan is subject to change if and when an actual emergency happens. We completed the plan and with your approval we will put the plan in the Administrative Code and also make it available to all employees. The Legislature will be able to change this plan at any point in time.

**MOTION:** ADOPTING THE PUBLIC HEALTH EMERGENCY RESPONSE PLAN AS PRESENTED BY THE COUNTY MANAGER MADE BY MR. HORTON. SECONDED BY MR. POTTER. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

**MOTION TO ADJOURN MADE BY MR. HORTON. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature