STEUBEN COUNTY ADMINISTRATION COMMITTEE
Tuesday, December 14, 2021
9:00 a.m.
Legislative Chambers, 3rd Floor, Annex Building, Bath, New York

This meeting may also be accessed via Zoom teleconference at:
https://steubencountynygov.zoom.us/j/87155338642?pwd=Z2dlcaStMQIyQy0RBmmdMc1dNV0JwUT09
Or by dialing +1 646 558 8656 US (New York)
Meeting ID: 871 5533 8642
Password: 13467982

**AGENDA**

I. CALL TO ORDER

II. APPROVAL OF MINUTES – November 9, 2021 and November 22, 2021

III. GRIEVANCES

IV. DEPARTMENT REQUESTS
   A. Clerk of the Legislature (Brenda Scotchmer)
      1. Ethics Financial Disclosure Form
   
   B. Information Technology (Rob Wolverton)
      1. Upgrade County Phone System
   
   C. Board of Elections (Vicky Olin/Kelly Penziul)
      1. SHI Quote – Data Migration and Voter Registration System 2022
      2. SHI Quote – Data Migration and Voter Registration System 2023
      3. NextVote Contract 2022-2025
      4. NTS One Year Contract for 2022
   
   D. Personnel (Nate Alderman/Jennifer DeMonstoy)
      1. Raise the Age Positions – Department of Social Services
         a. 1 Case Supervisor, Grade B ($44,437 - $62,733)
         b. 1 Senior Caseworker ($39,861 - $56,274)
         c. 2 Caseworker ($37,020 - $52,265)
         d. 1 Senior Social Welfare Examiner ($33,749 - $47,644)
   
   E. County Manager (Jack Wheeler)
      1. Contracts
         • Securitas
         • Social Media Archiving Services
         • Enterprise
         • Parking Lot Lease
      2. Public Communications RFP

V. OTHER BUSINESS
   A. Executive Session Pursuant to Public Officers’ Law, Article 7§ 105.1.E - Collective Negotiations
   B. Executive Session Pursuant to Public Officers’ Law, Article 7§ 105.1.F - Personnel
   C. Executive Session Pursuant to Public Officers’ Law, Article 7§ 105.1.H - The Proposed Acquisition, Lease or Sale of Real Property

VI. ADJOURNMENT

Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4th 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.