AUDIT & ADMINISTRATION COMMITTEE MEETING Held via Audio Webinar Pursuant to Temporary Emergency Orders

Members: Chairman Castellano, Legislators Albano & Gouldman

Monday	6:30pm	<u> May 24, 2021</u>

The meeting was called to order at 6:30pm by Chairman Castellano who led in the Pledge of Allegiance. Upon roll call Legislators Albano and Gouldman and Chairman Castellano were present.

Item #3 – Approval of Minutes – April 26, 2021

The minutes were approved as submitted.

Item #4 – Correspondence/County Auditor

- a. Sales Tax Report Duly Noted
- b. Board In Revenue Report Duly Noted
- c. Transfer/Revenue Report Duly Noted
- d. 2021 Contingency/Sub-Contingency Report Duly Noted

Item #5 – Correspondence/Commissioner of Finance a. Overtime/Temporary Report

Chairman Castellano requested an update on the COVID vaccination PODs.

Commissioner Carlin stated as more people get vaccinated, the less PODs will be necessary. He stated they are beginning to have a better idea on how many PODs will be needed moving forward. He stated they are expecting the costs to be 100% reimbursed.

Chairman Castellano stated the Health Department has done a great job on these PODs and he has heard good feedback from constituents.

b. Approval/ Budgetary Amendment 21A040/ Highways & Facilities/ Properly Allocate Electric Costs Between Funds (Also reviewed in Physical)

Commissioner Carlin stated these are the Article 9 projects that are being allocated between the General Fund, County Road Fund, and County Road & Machinery Fund.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

c. Approval/ Budgetary Amendment 21A042/ Cover Chargebacks from Bureau of Emergency Services Gas Pumps (See also Fund Transfer 21T076 – item #6) (Also reviewed in Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

d. Approval/ Budgetary Amendment 21A043/ Sheriff's Dept./ Use T-Commission Funds/ Purchase Base Station Radio for Narcotics Division (Also reviewed in Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

e. Approval/ Budgetary Amendment 21A044/ Dept. of Social Services/ Include State Aid to Support Connectivity and Administrative Actions to Homeless Services Plans (Also reviewed in Health)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

f. Approval/ Budgetary Amendment 21A045/ Dept. of Social Services/ Adjust Safe Harbor Allocation and Appropriate Funds to Address Needs of Trafficked Youth (Also reviewed in Health)

Legislator Sayegh requested clarification on the deposit that went back into contingency, which was a savings as a result from the personnel position associated with the Safe Harbor program now being handled by Green Chimneys.

Commissioner Carlin stated the savings that resulted in this change was only \$589. He stated it was not done as a cost savings measure, it was done to provide more effective service.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #6 – Approval/ Fund Transfer 21T076/ Sheriff's Dept./ Cover Chargebacks from Bureau of Emergency Services Gas Pumps (See also Budgetary Amendment 21A042 – item #5c) (Also reviewed in Protective)

Legislator Jonke questioned why the fuel pumps at the Sheriff's Department are not in use.

Commissioner Carlin stated he is not aware why they are not working but can find out.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

Item #7 – Approval/ Fund Transfer 21T080/ Bureau of Emergency Services/ Fund Overtime (Depleted by not yet Completed E911 Consolidation) (Also reviewed in Personnel & Protective)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #8 – Approval/ Fund Transfer 21T089/ District Attorney/ 2021 New York Prosecutor's Institute (NYPTI) Dues (Also reviewed in Protective)

Chairman Castellano made a motion to approve Fund Transfer 21T089; Seconded by Legislator Albano. All in favor.

Item #9 – Approval/ Updates to County's Deposit and Investment Policy

Commissioner Carlin stated this reflects the change of a bank name. He stated this happens from time to time and the County needs to reflect the change.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Gouldman. All in favor.

Item #10 – FYI/ County's Deposit & Investment Policies for First Quarter Ending March 31, 2021

Commissioner Carlin stated the County is doing well and the tax flow is positive.

Item #11 - Other Business - None

Item #12 – Adjournment

There being no further business, at 6:48pm Chairman Castellano made a motion to adjourn; Seconded by Legislator Gouldman. All in favor.

Respectfully submitted by Administrative Assistant, Beth Robinson.