

DRAFT

Summary of Minutes

THE MONROE COUNTY CHARTER REVIEW COMMITTEE

March 27, 2014 at 11:00 a.m.
Ebenezer Watts Conference Center
49 South Fitzhugh Street
Rochester, NY 14614

MEMBERS PRESENT: Jeffrey R. Adair (Legislature President), Debbie Drawe (Legislator – District 9), John Lightfoot (Legislator - District 25), Daniel M. DeLaus, Jr. (Deputy County Executive), John A. DiCaro (Chairman), Jared C. Lusk (Citizen Member), Jamie L. Slocum (Secretary)

ABSENT: Frederick J. Holbrook (Citizen Member) (Excused)

OTHERS PRESENT: Merideth Smith (County Attorney), Patrick Pardyjak (Legislature Counsel), William W. Napier (Asst. Co. Exec.), Robert Franklin (CFO), Brett Walsh (Chief of Staff – Republican Majority Office), Joe Rittler (Staff Director – Democrat Minority Office)

The meeting commenced at approximately 11:04 a.m. Chairman DiCaro asked for a motion to approve the minutes from the February 27, 2014 meeting and the March 5, 2014 Public Input Gathering Session. The Approval of Minutes was MOVED by Legislator Debbie Drawe and SECONDED by Deputy County Executive DeLaus.

Chairman DiCaro declared the Public Forum open. He asked Secretary Jamie Slocum if any written correspondence had been submitted. Secretary Slocum stated that every member had received in their email a copy of all correspondence received by the Committee. Chairman DiCaro then asked if anyone was signed up to address the Committee; there was not. Chairman DiCaro declared the Public Forum closed.

Chairman DiCaro stated that everyone has received a packet of the proposed changes that would be discussed on the agenda. He asked County Attorney Smith to interject throughout the agenda on items that may be outside of the Committee's purview. He also noted that members of the County Administration were present to answer questions on the proposed changes.

Without further discussion, Chairman DiCaro moved forward on the agenda.

ITEMS FOR CONSIDERATION:

1 - Uploading County Charter and Administrative Code to the County Website

MOVED by Vice-Chairman Adair, **SECONDED** by Deputy County Executive DeLaus.
ADOPTED: 6-0

2 - Allowing for Email to be Used for Official Legislative Communication

MOVED by Mr. Lusk, **SECONDED** by Vice-Chairman Adair.
ADOPTED: 6-0

3 - Allowing for Legislative Proceedings to be Copied in Electronic Format

MOVED by Legislator Drawe, **SECONDED** by Mr. Lusk.
ADOPTED: 6-0

4 - Updating County Department of Human Services Titles and Organizational Structure

MOVED by Legislator Drawe, **SECONDED** by Legislator Lightfoot.

Amendment to Include Section C6-11 (A) (2-e)

MOVED by Legislator Drawe, **SECONDED** by Vice-Chairman Adair.
ADOPTED: 6-0

Main Motion

ADOPTED: *As Amended* - 6-0

5 - Updating County Department of Human Services/Office of Mental Health for Compliance with State Law and Updating Organizational Structure

MOVED by Legislator Drawe, **SECONDED** by Mr. Lusk.
ADOPTED: 6-0

6 - Updating County Department of Public Health Titles and Compliance with State Law and Recommendations

MOVED by Mr. Lusk, **SECONDED** by Legislator Lightfoot.
ADOPTED: 6-0

7 - Updates to Monroe Community Hospital Titles and Governance

MOVED by Vice-Chairman Adair, SECONDED by Deputy County Executive DeLaus.

Amendment to Include Section C6-17 (C) that was submitted by the Monroe Community Hospital Advisory Board

**MOVED by Legislator Lightfoot, SECONDED by Vice-Chairman Adair.
ADOPTED: 6-0**

Main Motion

ADOPTED: As Amended - 6-0

8 - Increasing Executive Authorization to Enter into Contracts

MOVED by Vice-Chairman Adair & Mr. Lusk, SECONDED by Legislator Drawe, Deputy County Executive DeLaus & Legislator Lightfoot.

ADOPTED: 6-0

9 - Updating County Clerk's Term and Replacement Process to Comply with State Law

**MOVED by Legislator Lightfoot, SECONDED by Vice-Chairman Adair.
ADOPTED: 6-0**

10 - Updating Terminology within the Public Safety Section and Updating Organizational Structure

**MOVED by Mr. Lusk, SECONDED by Vice-Chairman Adair.
ADOPTED: 6-0**

11 - Updating Sheriff's Term and Replacement Process to Comply with State Law

**MOVED by Deputy County Executive DeLaus, SECONDED by Legislator Lightfoot.
ADOPTED: 6-0**

12 - Comprehensive Planning Department Updates

MOVED by Legislator Drawe, SECONDED by Vice-Chairman Adair.

Amendment to Retain Section A7-1 (F)

MOVED by Legislator Drawe, SECONDED by Deputy County Executive DeLaus. ADOPTED: 6-0

Main Motion

ADOPTED: As Amended - 6-0

13 - Updating Organization Structure within the Department of Human Services

MOVED by Vice-Chairman Adair, **SECONDED** by Mr. Lusk.
ADOPTED: 6-0

14 - Inclusion of Data Security within the Duties of Department of Information Services Director

MOVED by Mr. Lusk, **SECONDED** by Deputy County Executive DeLaus.
ADOPTED: 6-0

15 - Updating Duties within the Veteran's Service Agency

MOVED by Legislator Drawe, **SECONDED** by Legislator Lightfoot.
ADOPTED: 6-0

16 - Updating Duties within the Department of Transportation

MOVED by Legislator Lightfoot, **SECONDED** by Mr. Lusk.
ADOPTED: 6-0

17 - Updating Duties and Organizational Structure within the Department of Environmental Services

MOVED by Vice-Chairman Adair, **SECONDED** by Legislator Lightfoot.
ADOPTED: 6-0

18 - Updating of Duties of Director of Aviation to Comply with Federal Responsibilities

MOVED by Legislator Lightfoot, **SECONDED** by Vice-Chairman Adair.

ADOPTED: 6-0

19 - Elimination of Outdated Language Regarding Submission of Annual Budget

MOVED by Legislator Drawe, **SECONDED** by Vice-Chairman Adair.

Amendment to Section C4-2 (A) to change the budget submission date from on or before November 15 to on the Second Tuesday of October.

MOVED by Legislator Lightfoot *Failed Due to Lack of Second*

Main Motion

ADOPTED: 6-0

20 - Elimination of Quarterly Work Program

MOVED by Vice-Chairman Adair, **SECONDED** by Deputy County Executive DeLaus.

ADOPTED: 5-1 (Legislator Lightfoot Voted in the Negative.)

21 - Provides for Distribution of County Budget on the County Website

MOVED by Deputy County Executive DeLaus, **SECONDED** by Vice-Chairman Adair.

ADOPTED: 6-0

22 - Eliminates Requirement for Specific Distribution List for Annual Report and Providing for Distribution of County Website

MOVED by Mr. Lusk, **SECONDED** by Vice-Chairman Adair.

ADOPTED: 6-0

23 - Allowing for Local Referenda

Ruled Out of Order

24 - Allowing for Recall of County Elected Official

Ruled Out of Order

25 - Reduction in Size of the Monroe County Legislature

Failed Due to Lack of Move/Second

26 - Requiring Matters of Urgency to be Approved by a 2/3 Majority

Failed Due to Lack of Move/Second

27 - Elimination of Town of Webster from Paying for Sheriff's Road Patrol

Ruled Out of Order

28 - Abolishment of COMIDA

Ruled Out of Order

(Note: Deputy County Executive DeLaus stepped out and missed votes for items 29, 31-32)

29 - Amending Powers of the President of the Legislature Regarding Committee Appointments

MOVED by Legislator Lightfoot, **SECONDED** by Vice-Chairman.

ADOPTED: 5-0

30 - Changing of Composition of Legislative District Revision Commission

Failed Due to Lack of Move/Second

31 - Adding Additional Criteria for Composition of Legislative Districts

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

32 - Changing Annual Budget Submission Date of Monroe County Budget

No Vote Due to Amendment Made to Item 19

(Note: Deputy County Executive DeLaus re-entered and remained present for the duration of the meeting)

33 - Changing Duties of Human Resources Director

MOVED by Legislator Lightfoot, **SECONDED** by Mr. Lusk.
FAILED: 3-3 *(Legislator Lightfoot, Mr. Lusk and Chairman DiCaro Voted in the Positive.)*

34 - Requiring Human Resources Department to Create Biannual Workforce Analysis Report

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

35 - Adding Additional Criteria for Purchasing Practices

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

36 - Adding Duties to Manager of Purchasing

MOVED by Legislator Lightfoot, **SECONDED** by Vice-Chairman Adair.
ADOPTED: 6-0

37 - Adding Criteria for Acceptance of Bids

MOVED by Legislator Lightfoot, **SECONDED** by Vice-Chairman Adair.
ADOPTED: 6-0

38 - Changing Duties of Sheriff

MOVED by Legislator Lightfoot, **SECONDED** by Mr. Lusk.
FAILED: 2-4 (*Legislator Lightfoot and Mr. Lusk Voted in the Positive.*)

39 - Requiring Sheriff to Create Biannual Workforce Analysis Report

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

40 - Requiring Sheriff to Create Strategic Plan for Recruitment of Minorities

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

41 - Providing Charter Review Committee for Term of 12 Months

MOVED by Legislator Lightfoot, **SECONDED** by Legislator Drawe.
ADOPTED: 6-0

42 - Requiring 2/3 Vote for Amendments to Monroe County Charter

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

43 - Changing of Composition of Legislative District Revision Commission

No Vote Due to Repetition

44 - Providing for Legislative Control of Local Development Corporations

Ruled Out of Order

45 - Creation of Office of Public Integrity

Ruled Out of Order

46 - Require Compensation Committee Prior to Elected Official Pay Increase

MOVED by Legislator Lightfoot, **SECONDED** by Vice-Chairman Adair.

Amendment to Remove "District Attorney"

MOVED by Mr. Lusk, **SECONDED** by Deputy County Executive DeLaus.
ADOPTED: 6-0

Main Motion

ADOPTED: *As Amended* - 6-0

47 - Require Public Notice for Additional Elected and Appointed Official's Salary in Monroe County Budget

MOVED by Legislator Lightfoot, **SECONDED** by Legislator Drawe.

Amendment to Remove "District Attorney" and add "Unless recommended by the Compensation Committee" language

MOVED by Legislator Lightfoot, **SECONDED** by Legislator Drawe.
ADOPTED: 6-0

Main Motion

ADOPTED: *As Amended - 6-0*

48 - Requiring 2/3 for Pension Amortization

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

49 - Amending Administrative Code to Amend Whistleblower Statute

Ruled Out of Order

50 - Reduce County Executive's Power to Enter into Lease Agreements

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

51 - Require Annual MWBE Report to Legislature

MOVED by Legislator Lightfoot

Failed Due to Lack of Second

52 - Amending the Composition of County Board of Ethics

Ruled Out of Order

53 - Elimination of all Local Development Corporations

Ruled Out of Order

54 - Creation of the Position of Elected County Comptroller

Failed Due to Lack of Move/Second

At the conclusion of the Items to be Considered, Chairman DiCaro requested a motion to send the approved items to the County Attorney for language preparation and a final legal review. The motion was MOVED by Deputy County Executive DeLaus and SECONDED by Vice-Chairman Adair.

Chairman DiCaro thanked everyone who played a role in the successful charter review process. The Committee collectively thanked Chairman DiCaro for his leadership of the Committee. Deputy County Executive DeLaus stated that this is an evolving process and the meeting resulted in good conversation that will help sculpt the final language to be clear and concise for the County Legislature. With no other business, Vice Chairman DiCaro called for a Motion to Adjourn, which was MOVED by Deputy County Executive DeLaus and SECONDED by Vice-Chairman Adair. The meeting adjourned at 12:13 p.m.

Respectfully Submitted,

Jamie L. Slocum