

ADMINISTRATION COMMITTEE AGENDA

July 25, 2022

5:30pm

1. Call to Order

- a. Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins
- b. Confirm quorum – 4 of 7
- c. Reminder to use/mute microphone

2. Approval of Minutes

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

3. Economic Development ANDRES, COLLINS, BRADT, ELDER, GODFREY, MYERS, GROZIO

- a. Waiver of Residency Requirement Department of Economic Development Planner

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

4. Community Safety and Security Committee Agenda HILL, GODFREY, ABBOTT, BRADT, ELDER, GOOCH, ROBINS

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

5. Community Services Committee Agenda GOOCH, NEMI, BRADT, ELDER, GODFREY, ROBINS, VOCCIO

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

6. Infrastructure Committee Agenda COLLINS, MYERS, BRADT, FOTI, GROZIO, HILL, ROBINS

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

7. Board of Elections

- a. Niagara County Board of Elections Cybersecurity Renewal Agreement

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

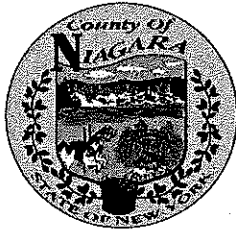
8. County Attorney

- a. Resolution to Authorize the County Attorney to use Funds from the Committed Fund Balance

Motions: Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins

9. Information and Adjournment

Godfrey, Nemi, Bradt, Collins, Grozio, Myers, Robins



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: July 18, 2022

Department Submitting agenda item: Economic Development

Date of Committee Meeting: July 25, 2022

Title: Waiver of Residency Requirement Department of Economic Development Planner

Brief Summary: The Department of Economic Development was granted permission to fill a Planner position through resolution CW-013-22. The need for this position resulted in the recent resignation of the Planning Manager. Working with Human Resources the position was posted through the county's print and digital channels (Indeed and ZipRecruiter) on May 24th. The posting was extended three times thereafter, in an effort to receive additional applications. Department staff also sent the job posting to the Upstate NY Planning Association, WNY Planning Association, Niagara University, the University at Buffalo, Buffalo State College, Daimen Univeristy and Erie County Planning. Even with all of these efforts, the department failed to receive an application from a Niagara County resident that met the minimum qualifications for this position. This resolution seeks permission to waive the residency requirement.

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: July 15, 2022

Action Requested: Approval

Associated Costs:

Benefits & Risks:

**WAIVER OF RESIDENCY REQUIREMENT
DEPARTMENT OF ECONOMIC DEVELOPMENT PLANNER**

WHEREAS, the Niagara County Department of Economic Development was granted permission to fill a Planner position through resolution CW-013-22, on May 17, 2022, and

WHEREAS, this position is critical in order to satisfy the operational requirements and economic development planning initiatives of the department, and

WHEREAS, the Niagara County Department of Economic Development in conjunction with the Human Resources Department posted and advertised this position extensively through print and digital channels for an extended period of time, and

WHEREAS, despite these diligent and sincere efforts to recruit highly qualified candidates for the position from within Niagara County, the department has been unsuccessful in recruiting a county resident to fill this highly technical and specialized position, now, therefore, be it

RESOLVED, that a one-time permanent Waiver of Residence from the policy to hire only Niagara County residents be approved for the Planner position when the most highly qualified applicant is a non-Niagara County resident or when only qualified candidates reside outside Niagara County.

ECONOMIC DEVELOPMENT COMMITTEE

ADMINISTRATION COMMITTEE



Administration Committee

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Today's Date: 07/19/2022

Department Submitting agenda item: Board of Elections

Date of Committee Meeting: 07/25/2022

Title: Cybersecurity Service Renewal Agreement

Brief Summary: Agreement with NTS data services for Cybersecurity

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested:

Associated Costs:

Benefits & Risks:

**NIAGARA COUNTY BOARD OF ELECTIONS
CYBERSECURITY RENEWAL AGREEMENT**

WHEREAS, NTS Data Services, LLC provides cybersecurity for election related services for the Niagara County Board of Elections, and

WHEREAS, the current Agreement dated January 1, 2022 for Cybersecurity between the Niagara County Board of Elections and NTS expires December 31, 2022, and

WHEREAS, under the Agreement, NTS provides guidance and assists with New York State Shield Act, Grant Thornton & SBOE Cybersecurity Requirements, Analysis, Recommendations & responses, training, upgrade hardware, software & procedures, Computer recovery Services and other related cybersecurity needs, and

WHEREAS, in consideration of the mutual covenants and agreements herein, the parties agree as follows:

RESOLVED, that the Chairman of the Niagara County Legislature and Commissioners of the Niagara County Board of Elections are hereby authorized to execute this agreement on behalf of the County of Niagara, subject to final approval of the County Attorney

ADMINISTRATION COMMITTEE



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: 06/29/2022

Department Submitting agenda item: County Attorney

Date of Committee Meeting: 07/25/2022

Title: Resolution to Authorize the County to use Funds from Committed Fund Balance

Brief Summary: Committed funds need to be move to expense line for environmental matter.

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: approve

Associated Costs: 0

Benefits & Risks: none

**RESOLUTION TO AUTHORIZE THE COUNTY ATTORNEY TO USE FUNDS
FROM THE COMMITTED FUND BALANCE**

WHEREAS, by resolution AD-029-19, any unspent funds in account A.11.19030.110 74350.01 were set aside as a committed fund balance (A.11.1930.110 40599.01) and to be used for future litigation concerning the toxic hazardous waste facility Chemical Waste Management, and

WHEREAS, the County Attorney's special litigation (Environmental) line A.11.1930.110 74350.01 has been depleted due to the cost of the defense of the CWM Environmental matters, and therefore it is necessary to use the Committed Fund balance set aside to pay for this Environmental Litigation matters concerning CWM Chemical Services LLC, now, therefore, be it

RESOLVED, that the following 2021 budget modification be effectuated to fund such services:

INCREASE COMMITTED FUND BALANCE:

A.11.1930.110 40599.01	Committed Fund Balance	\$50,000.00
	Expert Legal Services	
	Environmental Matters	

INCREASE APPROPRIATIONS:

A.11.1930.110 74350.01	Contractual Expenses	\$50,000.00
	Special Litigations	

ADMINISTRATION COMMITTEE