

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: LEGISLATIVE, RULES & GOVERNMENTAL OPERATIONS**

**DATE: NOVEMBER 2, 2023**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS STROUGH  
CONOVER  
GERACI  
THOMAS  
WILD

**OTHERS PRESENT:**

JULIE BUTLER, PURCHASING AGENT  
REPRESENTING THE SELF-INSURANCE DEPARTMENT:  
AMY CLUTE, ADMINISTRATOR,  
JESSICA BURNHAM, DEPUTY INSURANCE ADMINISTRATOR  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
JOHN TAFLAN, COUNTY ADMINISTRATOR

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS FRASIER  
DRISCOLL

LARRY ELMEN, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
SUPERVISORS ETU  
LEGGETT  
MCDEVITT  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the November 2, 2023 meeting of the Legislative, Rules & Governmental Operations Committee; the meeting in its entirety can be viewed using the following links:*

*Warren County website - <https://warrencountyny.gov/mma>*

*Warren County's YouTube Channel - <https://www.youtube.com/watch?v=lpUCAaqTXBE>*

Mr. Strough called the meeting of the Legislative, Rules & Governmental Operations Committee to order at 9:30 a.m.

Motion was made by Mr. Conover, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Driscoll absent*) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Public comment was called for, but there was no one was wishing to speak.

Copies of the Purchasing, Self-Insurance and Legislative agendas were distributed to those in attendance; *copies of the agendas are on file with the meeting minutes.*

The Committee began with a review of the Purchasing agenda which included a request to approve revisions to the Warren County Purchasing Policy, as provided.

Motion was made by Mr. Conover and seconded by Mr. Wild to approve the request as presented; following discussion, Mr. Strough called the question and the motion was carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Purchasing business to discuss, the Committee commenced with a review of the Self-Insurance agenda which included the following requests:

1. To authorize a new contract with Needham Risk Management Resource Group LLC, for safety services consultant for self-insured workers' compensation program pursuant to the terms and provisions of the specifications of (WC 48-23) and proposal for a term commencing January 1, 2024 and terminating December 31, 2024, with the ability to renew on an annual basis for up to five additional one-year terms.

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Motion was made by Mr. Conover, seconded by Mr. Thomas and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

2. Authorizing the Self-Insurance Specialist to serve as a Director of the Empire State Safety Association for a term commencing January 1, 2024 and commencing December 31, 2025.

Motion was made by Mr. Geraci, seconded by Mr. Conover and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Driscoll absent*) to approve the request as outlined above and the necessary resolution was authorized for the November 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Self-Insurance business to discuss, the Committee commenced with a review of the Legislative Agenda which included the following item:

- 1) To approve the proposed changes to the Warren County FOIL Policy.

Mr. Strough suggested this item be postponed to the next meeting, and the Committee agreed.

Privilege of the floor and Public Comment was called for, but there was no one wishing to speak.

There being no further business to come before the Legislative, Rules & Governmental Operations Committee, on motion made by Mr. Geraci, seconded by Mr. Wild and carried by a unanimous vote of those present (*Mrs. Frasier and Mr. Driscoll absent*), Mr. Strough adjourned the meeting at 9:40 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board