

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: APRIL 20, 2020

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MAGOWAN
LEGETT
WILD
BRUNO
DRISCOLL
HOGAN
SHEPLER

OTHERS PRESENT:

MICHAEL COLVIN, DIRECTOR OF INFORMATION TECHNOLOGY
FRANK E. THOMAS, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
KEVIN B. GERAGHTY, BUDGET OFFICER
SUPERVISORS BEATY
BRAYMER
CONOVER
DIAMOND
FRASIER
MCDEVITT
SEEBER
SIMPSON
STROUGH
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
GINELLE JONES, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
DEE PARK, DIRECTOR, OFFICE FOR THE AGING
JEREMY SCRIME, SENIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER
ROBERT YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES

Please note, the following contains a summarization of the April 20, 2020 meeting of the Support Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2020/support/>

Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". All of the Committee members participated via videoconference, except for Supervisors Driscoll and Shepler who were physically present.

Mr. Magowan called the meeting of the Support Services Committee to order at 10:22 a.m.

Motion was made by Mr. Bruno, seconded by Mr. Leggett and carried unanimously to approve the minutes of the previous Support Services Committee Meeting, subject to correction by the Clerk of the Board.

Copies of the Information Technology agenda were distributed to those in attendance and those participating remotely accessed the agenda via the Warren County website. A copy of the agenda is on file with the meeting minutes.

Privilege of the floor was extended to Michael Colvin, *Director of Information Technology*, who presented a request to appropriate \$95,000 from the Computer Reserve Fund to the Information Technology budget to cover the

anticipated cost for Microsoft Office license upgrades. He acknowledged a typo in his agenda indicating the appropriation amount to be \$195,000, but assured the Committee the total of the appropriation was \$95,000.

Mr. Magowan advised he had contacted the County Treasurer that morning to determine whether putting this expense off would provide any budgetary benefits, but was advised that funds appropriated to the Computer Reserve could only be used for these types of technology-related purposes.

A motion was made by Mr. Leggett, seconded by Mr. Bruno and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Mr. Diamond questioned whether funds placed in a restricted reserve account, such as the Computer Reserve, could be removed for other expenditures if the Board took the appropriate action which may include a public hearing. Ryan Moore, *County Administrator*, responded they would have to determine what mechanism was used to designate the funds in question, then use the same process to un-designate them.

There being no further business to come before the Support Services Committee, Mr. Magowan adjourned the meeting at 10:30 a.m.

Respectfully submitted,
Amanda Allen, Clerk of the Board