

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: JOINT FINANCE AND PERSONNEL & HIGHER EDUCATION

DATE: SEPTEMBER 13, 2019

PERSONNEL & HIGHER EDUCATION OTHERS PRESENT:

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GERAGHTY
MCDEVITT
LEGGETT
SIMPSON
SOKOL

REPRESENTING SUNY ADIRONDACK:

DR. KRISTINE DUFFY, PRESIDENT
ANN MARIE SCHEIDEGGER, VICE PRESIDENT FOR ADMINISTRATIVE
SERVICES & TREASURER
ERIC THOMAS CONDUZIO, BUDGET ANALYST
RONALD CONOVER, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR

PERSONNEL & HIGHER EDUCATION

COMMITTEE MEMBERS ABSENT:

SUPERVISORS FRASIER
BRAYMER
HYDE
DIAMOND
LOEB
MERLINO

MARY ELIZABETH KISSANE, COUNTY ATTORNEY

AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
MIKE SWAN, COUNTY TREASURER
DEB PREHODA, WASHINGTON COUNTY CLERK OF THE BOARD
DAN SHAW, WASHINGTON COUNTY BUDGET OFFICER
MEMBERS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

FINANCE COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SIMPSON
DICKINSON
MCDEVITT
GERAGHTY

FINANCE COMMITTEE MEMBERS ABSENT:

SUPERVISORS MERLINO
STROUGH
BEATY
FRASIER
BRAYMER
HYDE

Please note, the following contains a summarization of the September 13, 2019 meeting of the joint Personnel & Higher Education and Finance Committees; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2019/finance/>

Mr. Geraghty called the Personnel & Higher Education Committee meeting to order at 10:01 a.m. Note: due to the lack of attendance, Chairman Conover served to make a quorum of the Committee.

Mr. Sokol called the Finance Committee meeting to order at 10:01 a.m. Note: due to the lack of attendance, Chairman Conover served to make a quorum of the Committee.

Commencing the Agenda review, Mr. Geraghty offered privilege of the floor to Dr. Kristine Duffy, *President of SUNY (State University of New York) Adirondack*, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes*. Dr. Duffy stated prior to reviewing their annual Capital Request, she would like to take the opportunity to provide an update on what was occurring at the College. Dan Shaw, *Washington County Budget Officer*, interjected that due to a prior obligation he would have to leave the meeting at 10:30 a.m., following which there would no longer be a quorum of the Washington County Finance Committee. Dr. Duffy informed in light of this, they would review the only item requiring action today which pertained to the 2020-21 Capital Request.

Privilege of the floor was extended to Ann Marie Scheidegger, *Vice President for Administrative Services and Treasurer*, who proceeded to provide an update on the 2015 Facilities Master Plan Implementation Strategy and an overview of the SUNY Adirondack Capital Request for 2020-202; *copies of the documents are on file with the minutes*. During the presentation, Committee members posed many questions which were answered by Ms. Scheidegger and Dr. Duffy.

The Washington County Community College and Finance Committees made mirroring motions which were carried unanimously to approve the Adirondack Community College Capital Improvement Plan.

A motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried unanimously to provide Personnel & Higher Education Committee approval of the Adirondack Community College Capital Improvement Plan for 2020-21.

A motion was made by Mr. Dickinson, seconded by Mr. Geraghty and carried unanimously to provide Finance Committee approval on the Adirondack Community College Capital Improvement Plan for 2020-21 and the necessary resolution was authorized for the September 20th Board meeting.

Chairman Conover questioned whether the College had provided Warren County with with an idea of what their capital needs would be going forward to ensure it was included in the County's Capital Facilities Program and Ms. Scheidegger responded that she had submitted what had not been completed and remained unfunded in the 2015 Facilities Master Plan, as well as the deferred maintenance. She added she would contact the County Administrator if any additional projects were to come forward.

Chairman Conover inquired if the Governor were to approve Washington County's increase in Mortgage Tax, which would be used as a dedicated funding stream for the College, whether it would be retroactive and Brian Campbell, *Washington County Supervisor*, replied it would not go into effect until the Governor signed the Bill. Mr. Shaw informed he had budgeted in anticipation of receiving the additional revenue, meaning there would be a shortfall if the Governor did not sign the Bill. Chairman Conover apprised as partners with Washington County on the College, it was necessary for Warren County to be aware that Washington County had a dedicated funding stream to fund Capital Projects for the College since Warren County presently did not have one.

Dr. Duffy proceeded to review in detail the remainder of the items included in the agenda which pertained to 2020-21 Budget Planning, Enrollment/Budget Status, Successes to Celebrate, the Colleges 2019-20 priorities and the SUNY Adirondack Implementation Strategy ; *copies of the documents are on file with the minutes*. In regard to budget advocacy, Dr. Duffy informed SUNY College Presidents had already started advocating with NYSAC (*New York State Association of Counties*) and a resolution had been drafted that would be shared with all of the County leaders which pertained to supporting their request to make the new funding formula permanent. She explained the formula provided for 98% of the funding they received the prior year or \$100 increase per FTE (*Full-Time Equivalent*) depending upon whichever was greater; however, she noted, they would still be advocating to change this to 100%. She said once the SUNY Board of Trustees approved the resolution she would present it to both Counties for approval.

Dr. Duffy advised when considering the full-enrollment picture for the College, this figure included those enrolled in the Continuing Education Program resulting in around 8,000 individuals being served on an annual basis. She said it was imperative to keep in mind that the College was only funded for the credit students and that they received no funding for students enrolled in a Continuing Education Program even though the vast majority of their students were enrolled in this Program. She apprised that Community Colleges were lobbying to the State for the purpose of receiving funding for these students, as well. She informed there had been a funding formula in place that allowed Colleges to submit for funding for their non-credit courses enrollment; however, she noted, the State stopped proving this funding during the 1990's. She pointed out there were expenses associated with offering the Continuing Education courses, such as paying the instructors, and yet they received no funding for

offering them. She advised if the State were to offer some form of funding the College would be able to better finance the work they did while also allowing them to add new programs.

Chairman Conover stated he was aware that both the public and private sectors were struggling with losses to their labor forces due to College students returning back to school and he suggested implementing a scholarship program where students who worked so many hours within the industry they were in received a scholarship as a credit against their tuition that the private sector would fund as an incentive to attract this labor force to work while they were enrolled in school. Dr. Duffy remarked the College would welcome the opportunity to partner with businesses on this; she added she would also like to be able to address the issue with transportation, as many perspective students were unable to enroll due to a lack of transportation to and from the College campus.

A discussion ensued.

Prior to adjourning, Ryan Moore, *County Administrator*, advised he had an item that required action from the Personnel & Higher Education and Finance Committees regarding paid time off accruals in the Sheriff's Office. He explained per the rules in the Sheriff's Office, if an employee was hired after 2012 they accrued vacation time with their accrued amount maxing out at a certain time; however, he noted, if an employee was hired before 2012 their vacation time started over at the beginning of the year and was maxed out at twenty days. He mentioned in the Sheriff's Office lower level employees were maxed out at twenty-five days resulting in a dis-incentive for promotions; therefore, he stated, the Sheriff permitted higher level employees to max out at twenty-five hours, as well. He added typically employees were allowed to carry over five days of vacation, but the Sheriff allowed his employees to carry over more due to them not using their time because of the volume of work they had, as well as the overtime costs created for vacation coverage. He informed although State Civil Service Law Article 14 permitted the Sheriff to take such action, the Treasurer's Office requested a resolution for auditing purposes which ratified past paid time off accruals granted by the County at the request of the Sheriff.

A motion was made by Mr. Simpson, seconded by Mr. Sokol and carried unanimously to provide Personnel & Higher Education Committee approval of ratifying the past paid time off accruals as outlined above.

Motion was made by Mr. Geraghty, seconded by Mr. McDevitt and carried unanimously to provide the Finance Committee approval to ratify the past paid time off accruals as outlined above and the necessary resolution was authorized for the September 20th Board meeting.

Messrs. Geraghty and Sokol adjourned the joint meeting of the Personnel & Higher Education and Finance Committees at 10:56 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board