

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, October 11, 2016

9:00 a.m.

****PLEASE NOTE CHANGE**** *Legislative Chambers* ****PLEASE NOTE CHANGE****

Steuben County Office Building

Bath, New York

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [September 13, 2016](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Clerk of the Legislature (*Brenda Mori*)

1. **Retirement Reporting**

B. Information Technology (*Ken Peaslee*)

1. **Award of Internet for the County Office Building and Public Safety Building**

C. County Clerk (*Judy Hunter/Jennifer MacPhail*)

1. **Request RFP for Integrated County Clerk Records Management System**

D. Finance (*Pat Donnelly/Tammy Hurd-Harvey*)

1. **Approval to Solicit Proposals for Actuarial Services – GASB45 Reporting Requirements**

2. **Approval to Solicit Proposals for Health and Wellness Consulting Services to Include Direct Preparation of ACA Required Reports**

E. Personnel (*Nancy Smith*)

1. **Reclassification**

- a. *Vacant Staff Social Worker, Grade XV (\$39,510 - \$55,777) to Personnel Technician, Grade XIII (\$36,619 - \$51,696)*

F. County Manager (*Jack Wheeler*)

1. **Management Salaries**

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADJOURNMENT

Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4th Monday of each month at 10:00 a.m., unless otherwise noted on the Legislative Calendar. If you have an issue you wish to discuss with a Standing Committee, you must receive the permission of the Chairman of the Standing Committee prior to that meeting and be placed on the agenda.

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at (607) 664-2247 at least 48 hours prior to the scheduled meeting to advise what accommodations will be necessary.