

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, December 11, 2018

9:00 a.m.

Legislative Chambers

Steuben County Office Building

Bath, New York

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [November 13, 2018](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Risk Manager (*Scott Sprague*)

1. **Transferring County Tail Claims from Corvel to Perma**

B. Information Technology (*Rob Wolverton*)

1. **RFP for IT Asset Recycling**
2. **Purchase Network Security Software/Hardware on State Contract**

C. Commissioner of Finance (*Pat Donnelly/Tammy Hurd-Harvey*)

1. **Appropriate Revenue from Insurance Proceeds related to Cohocton Shop Fire**
2. **Authorization for RFP for Lien Searches in Connection with Real Property Tax Foreclosure Process**

D. Purchasing (*Andy Morse*)

1. **Authorization to Issue Bid for Maintenance of Ricoh Copier Fleet**

E. Personnel (*Nate Alderman/Jennifer DeMonstoy*)

F. County Manager (*Jack Wheeler*)

1. **Appointment of Elections Commissioners**
2. **Appointment of IT Director**
3. **Appointment of Commissioner of Social Services**
4. **Contract Renewal for Public Relations (\$22,000)**
5. **Timekeeping RFP**

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.