

*Monroe County
Clerk of the Legislature*

*Jamie L. Slocum
Clerk*



*Heather D. Halstead
Deputy Clerk*

*David Grant
Assistant Deputy Clerk*

M E M O R A N D U M

TO: Legislators, Directors, Staff and Media
FROM: Jamie L. Slocum, Clerk of the Legislature *JS*
DATE: August 12, 2014
RE: Matter of Urgency – File No. 14-0263

14-0263 **Confirmation of Appointment to the Monroe County Board of Ethics**
– As A Matter of Urgency – County Executive Maggie Brooks

Per President Jeffrey R. Adair, the attached communication is declared to be Matter of Urgency pursuant to Section 545-24 (A) (3) of the Rules of the Monroe County Legislature and will be considered at the August 12, 2014 meeting of the Monroe County Legislature.

Attachments.



Office of the County Executive

Monroe County, New York

Maggie Brooks
County Executive

Daniel M. DeLaus, Jr.
Deputy County Executive

August 12, 2014

OFFICIAL FILE COPY
No. 140263
Not to be removed from the Office of the Legislature Of Monroe County
Committee Assignment
URGENT

To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Confirmation of Appointment to the Monroe County Board of Ethics

Honorable Legislators:

I recommend that Your Honorable Body confirm my appointment of Mr. Scott M. Adair, CPA, 338 Bennington Hills, West Henrietta, New York 14586, to serve on the Monroe County Board of Ethics, pursuant to Article 18, Section 808 of the General Municipal Law of the State of New York, and Section 45-24 of the Code of Ethics of the County of Monroe.

Mr. Adair will replace Patricia Anthony and his term will begin immediately. A copy of Mr. Adair's resume is attached for your reference.

The specific legislative action required is to confirm the appointment of Mr. Scott M. Adair, CPA, 338 Bennington Hills, West Henrietta, New York 14586, as a member of the Monroe County Board of Ethics, pursuant to Article 18, Section 808 of the General Municipal Law of the State of New York, and Section 45-24 of the Code of Ethics of the County of Monroe.

This action will have no impact on the revenues or expenditures of the current Monroe County budget.

I recommend that this matter receive favorable action by Your Honorable Body.

Sincerely,

Maggie Brooks (handwritten signature)

Maggie Brooks
County Executive

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Scott M. Adair, CPA

338 Bennington Hills
W. Henrietta, New York 14586
585-329-9182
scottmadair@nysscpa.org

Executive Summary:

My professional experience includes over 20 years of experience in government and not-for-profit accounting and management. I consistently employ an energized, can-do management style utilizing financial analysis skills, organizational abilities, vision and tenacity.

My professional responsibilities have increased throughout my career as noted below in the career profile section. These responsibilities have provided me the opportunity to manage individuals as well as organizations financial operations.

Career Profile:

Rochester Genesee Regional Transportation Authority
Chief Financial Officer
January 2013 – Present

The position has oversight of the Authority's Finance, Procurement and Grants Administration. I have been actively involved in the following:

- Oversight of the preparation of the annual Operating Budget and Capital Improvement Plan;
- Oversight of project management of grants designed to enhance our operations and the long term goals of the Authority; and
- Responsible for the financing capital needs of the Authority.

County of Monroe, New York
Director of Finance
June 2008 – January 2013

The position is responsible for all the financial affairs of the County. This includes oversight of the County's Controller's Office, Budget Office, Real Property Taxes, Purchasing, Treasury and Debt Management. My main responsibilities included:

- Responsible for the development and execution of the County's Operating and Capital Budget of approximately \$1.1 billion;
- Responsible for the financing of all operating and capital needs of the County; and
- Responsible for communication to Legislature, media and public of various financial issues impacting the County

**Governmental Accounting Standards Board
Project Manager
December 2007 – June 2008**

Responsible for research and development of various topics of the Governmental Accounting Standards Board (GASB) research agenda. This included working directly with the Board and task forces, conducting research, participating in public hearings, analyzing oral and written comments received from the public, and preparing recommendations and drafts of documents for consideration by the Board. My responsibilities included assisting in the following projects:

- Establishment of financial accounting and reporting standards for Derivatives; and
- Research on the GASB project for Public Private Partnerships.

**County of Monroe, New York
Controller
August 2004 – December 2007**

Responsible for all financial accounting and reporting functions of the County. This included the County's overall internal control structure and development of policy and procedures surrounding this structure. In addition to these responsibilities I was actively involved in the following:

- Responsible for overseeing the County's implementation of the finance module of the ERP System. This implementation was delivered on-time and on budget;
- Responsible for the oversight of the County's Internal Audit Function and planning;
- Responsible for oversight of the accounting function of various local development corporations with direct connections to the County;
- Responsible for the supervision and direction of 60 employees in three different locations;
- Responsible for oversight of the County's physical services accounting unit which interacts on a daily basis with the operating departments and capital projects planning and execution.

In addition to these primary responsibilities, my experience and position allowed me the opportunity to instruct various classes on government topics for the New York State Government Finance Officers' Association and the New York State Society of Certified Public Accountants.

KPMG, LLP
Senior Manager
October 1996 – August 2004

Responsible for supervising audit teams of the Firm's governmental and not-for-profit auditing engagements. This required an in-depth knowledge of the government and not-for-profit accounting standards and understanding the entities operating environment. My experiences included the following:

- Served as the lead Senior Manager on the New York State Financial Statement Audit;
- Served as the lead Senior Manager on the Dormitory Authority of New York State Financial Statement Audit;
- Served as the Senior Manager on the Monroe County Financial Statement and Single Audit;
- Served as the Senior Manager on the Niagara Frontier Transportation Authority Financial Statement and Single Audit;
- Served as the Senior Manager on various other College and University Financial Statement Audits in New York State.

In addition to my audit responsibilities, I was actively involved in office management activities including:

- Scheduling of staff for the entire KPMG Upstate Business Unit;
- Recruiting from Rochester Area colleges and universities for the KPMG Upstate Business Unit;
- A national assurance instructor which required a complete understanding of the KPMG Audit Process (in 2003 was recognized as one of the top 40 instructors in the Firm); and
- Participated in the Firm's Quality Practice Review Program (was one of ten selected in a nationwide search) to review State and Local government audit work papers from various engagements in the United States.

Raymond F. Wager, CPA
Senior Accountant
September 1988 – October 1996

My primary responsibilities included supervising audits of local governments including school districts. This required a working knowledge of New York State rules and regulations as well as applicable accounting standards followed by these entities.

Community Activities and Awards:

Baden Street Settlement House

Board Member Since 1998

Vice President 2011

Assistant Treasurer 2000-2010

New York State Society of Certified Public Accountants

President - 2014

President – Elect 2013

Secretary/Treasurer 2011 – 2013

Vice President 2010

Board Member Since 2007

Executive Committee Member Since 2008

Government Accounting and Auditing Committee Since 2004

Rochester Chapter President 2006

Rochester Chapter Executive Committee 2007-2008

New York State Government Finance Officers Association

Government Accounting Committee Member Since 2009

Former Western Region Board Member

Rochester District Heating Cooperative

Board Member and Treasurer Since 2008

Rochester Genesee Regional Transportation Authority

Former Board Member 2010 - 2012

Monroe County Board of Ethics

Former Member 2012

Monroe County Airport Authority

Former Treasurer 2008 - 2013

New York State Association of Counties

Former Member of the Tax and Finance Committee 2004 - 2012

Rochester Riverside Convention Center Management Corporation

Former Board Member and Treasurer 2004 - 2007

Rochester Business Journal and Financial Executives International

Financial Executive of the Year 2012 – Not for Profit

Rochester Business Journal

Forty under 40 Class of 2003

Education:

State University of New York At Geneseo
Bachelor of Science in Accounting – May 1988
May 1988

Monroe Community College
Associate in Applied Science Degree in Accounting – May 1986

By Legislators Yolevich and Rockow

Intro. No. _____

RESOLUTION NO. _____ OF 2014

CONFIRMING APPOINTMENT TO MONROE COUNTY BOARD OF ETHICS

BE IT RESOLVED BY THE LEGISLATURE OF THE COUNTY OF MONROE, as follows:

Section 1. The appointment of Mr. Scott M. Adair, CPA, 338 Bennington Hills, West Henrietta, New York 14586, as a member of the Monroe County Board of Ethics, is hereby confirmed, pursuant to Article 18, Section 808 of the General Municipal Law of the State of New York and Section 45-24 of the Code of Ethics of the County of Monroe.

Section 2. This resolution shall take effect in accordance with Section C2-7 of the Monroe County Charter.

Matter of Urgency
File No. 14-0263

ADOPTION: Date: _____ Vote: _____

ACTION BY THE COUNTY EXECUTIVE

APPROVED: _____ VETOED: _____

SIGNATURE: _____ DATE: _____

EFFECTIVE DATE OF RESOLUTION: _____