



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

May 5, 2023

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Committee Assignment	
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To The Honorable
Monroe County Legislature
407 County Office Building
39 W. Main Street
Rochester, New York 14614

Subject: Appropriate Fund Balance to Establish a Research Strategy and Development Team within the Department of Finance and Authorize the Creation of Ten New Positions

Honorable Legislators:

I recommend that Your Honorable Body appropriate fund balance in the amount of \$745,086 to establish a Research Strategy and Development team within the Department of Finance and authorize the creation of ten (10) new positions.

The Research Strategy and Development team is being established to assess the impact of County investments throughout our community to help inform policy and future investment decisions. The County is uniquely positioned to analyze data collected by local departments such as the Department of Public Health, Human Services, Public Safety and the Office of Mental Health.

The team will serve a critical community need by assembling and organizing relevant data from County sources, funded providers, and community fieldwork. Information will be evaluated using mixed research methods (quantitative and qualitative) to identify trends and determine the effectiveness of programs.

While primarily staffed within the Department of Finance, several critical systems and data positions will reside, organizationally, within other departments for systems security and compliance purposes.

The specific legislative actions required are:

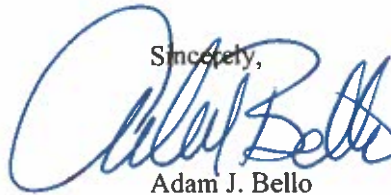
1. Amend the 2023 operating budget by appropriating unassigned fund balance in the amount of \$584,390 into the Department of Finance, general fund 9001, funds center 1202010000 Research Strategy and Development.
2. Amend the 2023 operating budget by appropriating unassigned fund balance in the amount of \$60,780 into the Department of Information Services, internal services fund 9020, funds center 1901010000 I/S Administration.
3. Amend the 2023 operating budget by appropriating unassigned fund balance in the amount of \$49,532 into the Department of Human Services, Office of Mental Health general fund 9001, funds center 5701010000 Mental Health Administration.

4. Amend the 2023 operating budget by appropriating unassigned fund balance in the amount of \$50,384 into the Department of Public Health, general fund 9001, funds center 5801120000 Opioid & Addiction Services Task Force.
5. Authorize the creation of ten new positions as follows:
 - a. Department of Finance:
 - i. One (1) Research Strategy & Development Director, Group 22;
 - ii. One (1) Research Strategy & Development Assistant Director, Group 21;
 - iii. One (1) Research Coordinator, Group 20;
 - iv. Two (2) Research Specialist, Group 18;
 - v. One (1) Office Manager, Group 13;
 - b. Department of Information Services: One (1) Program Analyst, Group 17;
 - c. Department of Public Health: One (1) Research & Data Analysis Coordinator, Group 13;
 - d. Office of Mental Health: One (1) Research & Data Analysis Coordinator, Group 13;
 - e. Human Services: One (1) Research and Data Analysis Coordinator, Group 13.
6. Authorize the County Executive, or his designee, to submit applications for, and accept, grants from community foundations interested in providing financial support for the Research Strategy and Development team.

This action is a Type II Action pursuant to 6 NYCRR §617.5(c)(26) ("routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment") and is not subject to further review under the State Environmental Quality Review Act.

Establishment of the Research Strategy and Development team will require \$745,086 of net County support for which the appropriation of fund balance is requested.

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,

Adam J. Bello
Monroe County Executive

AJB:db