

**Council of Governments  
Full Committee Meeting  
Agenda (Internal)  
June 28, 2021 – 1:00 pm**

**I. Welcome – Call to order – Adam**

- a. Thank you everyone for participating in the Council of Government. We are excited to continue our work with this team to create a strong vehicle for effective communication and working more cohesively as public servants.
- b. This is an informal meeting – due to the expiration of the governor’s executive order last week, this meeting does not meet to open meeting requirements and therefore we will not be voting on anything or taking any action today. Today is informational in nature only.

**II. Old Business – Rebecca**

- a. Results of Shared Services Survey – Thank you everyone who filled out the shared services survey from May. From that survey we have identified some priorities. (11 municipalities responded)

- i. Priorities according to the responses –

1. Sharing and purchasing of equipment (10 expressed interest b/w 2021/22)
    2. Vacant Properties (8 expressed interest b/w 2021/22)
    3. Software and Subscription Sharing (6 expressed interest b/w 2021/22)
    4. Diversity and inclusion training (6 expressed interest b/w 2021/22)

- b. Next steps for Shared Services Ideas

- i. Sharing and purchasing of equipment, software and subscriptions –

1. We are looking into applying for a CFA grant – Local Government Efficiency Program. In our research of this issue and talking with our internal departments, we have found that if we want this type of investment to work well, we need to take a breath and do a bit more research. We are looking into applying for grant funding to research what are the programs we are currently using, what do they support well, what do they lack and what are some ways we can work more
        - a. This grant application is intended to cover 4 of our planned Shared Services proposals
          - i. IT/Media Services
          - ii. Software and Subscription Sharing
          - iii. Cyber Security Insurance
          - iv. Countywide Intermunicipal Agreement for purchasing and sharing equipment
        - b. We need your support –We will need you to sign a letter of support and commit to contributing up to \$12,500 to the project if we are awarded the funding. Who is interested in participating in this effort and I will follow up for further discussion.
      2. We have a resolution from 2009 which allows some sharing of equipment. Here is a copy.

- ii. Vacant Properties

1. The County Legislature approved the County’s ability to enter Intermunicipal agreements to share equipment and services for maintaining vacant properties. Services we would expect to share include, mapping, technical support, and maintenance services such as repair, maintenance and demolition of properties. Here is a copy of the resolution.
        - a. Offering support to municipalities if you have questions about a particular property, give Rebecca a call
      2. The newly revamped/created Vacant Property Advisory Committee is creating a website to help direct people to the right person agency or website if they have questions about a vacant property. We want this to be as effective and useful for you as possible. We need some feedback on a number of items.
        - a. Private portal - We have been working with our vendor – Agents of Play and will be building in a password protected portal for municipalities to use.
          - i. List of bank contacts that you will all be able to upload your contacts and view other contacts from other municipalities.

- ii. Mapping – we are looking to share our data in a secure way. The county is interested in mapping your data through GIS and putting it up on this secure portal for only municipalities to view.
  - 1. We are asking for a small group to help in the development stage of this so we can determine the best way to share this data.
- iii. Asking for you to provide the a person who can work with us as we build this out who is willing to let us use your data to figure out the most user friendly method to build this out.
- iv. Anything else that would be useful?
- b. Public pages – Have created a list of useful pages from your site which will be used to direct users when they are looking at a particular address in your jurisdiction– home page, relevant codes page, and a contact us or complaint page?
  - i. Are there other ideas or topics that you would find helpful in adding to the site for your community and municipality?
- iii. Shared Recreation Programs – Submitted a referral to the County Legislature to enter intermunicipal agreements to share equipment and services around parks. Here is a copy of the resolution.
  - 1. Would you like a stronger partnership with the county for the county parks in your jurisdiction?
- c. Piggy Back Contract Language - The County typically includes piggy back language applicable to towns in Monroe County when contracting to purchase goods. Just sharing, if you have something you need, let us know, we may have terms you can use.
- d. Other old business?

### III. New Business

- a. Sharing of County Programs
  - i. Monroe on the Go – Adam – developing a concept where county government will come to your town when it is not normally accessible and offer our services in your area.
  - ii. Economic Development Outreach -Lydia Birr- The Economic Development Team will be establishing “office hours” at each Monroe County Town Halls on a rotating basis, to meet with businesses. The goal is to be available to discuss programs and assist in connecting businesses with appropriate economic development programs and partners to assist with growth.
  - iii. NYSERDA Pilot law – Laura
  - iv. Opioids – Dr. Smith? – Information about the County Impact Team coming to the towns and villages.

### IV. Adjournment – Adam

- a. Next Meetings -
  - i. Steering Committee – July 21<sup>st</sup> 10 AM
  - ii. Full Committee – September 22<sup>nd</sup> 10 AM
  - iii. Will schedule steering for November and full in January.