

Approved 12/11/09

**ACTION SUMMARY**  
**Expanded Budget, Capital, and Finance Committee #5**  
**September 29, 2009**  
**Legislature Chambers**  
**5 p.m.**

Present: W. Burbank, J. Dennis, P. Mackesey, F. Proto, D. Randall, M. Robertson, M. Koplinka-Loehr (arrived at 5:02 p.m.), D. Kiefer (arrived at 5:04 p.m.), C. Chock (arrived at 5:05 p.m.), M. Hattery (arrived at 5:09 p.m.), N. Shinagawa (arrived at 5:10 p.m.), L. McBean-Clairborne (arrived at 5:13 p.m.), M. Sigler (arrived at 5:13 p.m.)

Excused: K. Herrera, G. Stevenson

**Call to Order**

Mr. Dennis called the meeting to order at 5:00 p.m. (6 members present)

Mr. Koplinka-Loehr arrived at 5:02 p.m. (7 members present)

Mr. Dennis announced departmental presentations will likely be completed at the October 5 meeting and actions will begin at that time. He asked that any Legislator intending to put forth a motion to amend the tentative budget inform both County Administration and the Department in advance of the meeting.

Ms. Kiefer arrived at 5:04 p.m. (8 members present)

Ms. Chock arrived at 5:05 p.m. (9 members present)

**County Clerk**

Aurora Valenti, Tompkins County Clerk, and Maureen Reynolds, Deputy County Clerk, provided a brief review of the Department's operations and the 2010 budget submission.

Mr. Hattery arrived at 5:09 p.m. (10 members present)

Mr. Shinagawa arrived at 5:10 p.m. (11 members present)

Mr. Sigler arrived at 5:13 p.m. (12 members present)

Mrs. McBean-Clairborne at 5:13 p.m. (13 members present)

**Personnel Department**

Anita Fitzpatrick, Commissioner of Personnel, and Jackie Thomas, Administrative Services Coordinator, provided a brief review of the Department's operations and the 2010 budget submission.

**Assigned Counsel**

Julia Hughes, Program Coordinator, and Robert Stolp, Supervising Attorney, presented information concerning the Department's 2010 budget submission.

### **Finance Department**

David Squires, Director of Finance, provided a brief review of the Department's operations and the 2010 budget submission.

Ms. Kiefer recalled discussions that took place last year during the budget process and her inquiry about having only one person in the Purchasing Division. She asked Mr. Squires when Purchasing staff was reduced to one employee. Mr. Squires said approximately four years ago (2006) there was a half-time position that was eliminated in a budget cycle through attrition. Ms. Kiefer said since then there has been work that staff has not been able to do and there have been lost opportunities to get the best prices on purchases. She said she was hoping to see improvements in this budget to address those problems but there is nothing included.

Mr. Squires said the message the Department wanted to comply with was to present the absolute budget that put as little pressure on the tax levy as possible. He said although he believes it is a priority that should be funded, he did not think it would be realistic to make such a request for a new position when all departments are reducing budgets by ten percent. He said because of the availability of State contracts it is possible for the Department to function with only one position, however, it does present delays when people are absent from work.

Ms. Kiefer said she sees a continued decline in service in the Purchasing Division with only one person who cannot work every day of the year and with Mr. Squires' statements now and in the past that the Department can survive using State contracts. She does not believe using State contracts is always the best option because it can sometimes lead to purchasing items that are not necessarily needed or desirable for this County's needs. She said she would be inclined to revisit the directives that have been given to the County Administrator with regard to the Finance Department. She sees the Department counting on income from the Health Insurance Consortium that is supposed to be used for their business and no improvement made to the Purchasing Division. Ms. Kiefer said she would like to hear from Mr. Squires about what staffing level would make sense for the Department. Mr. Squires confirmed the appropriate amount would be the equivalent of a lower grade position that could supplement Purchasing.

### **Tompkins County Area Development**

Michael Stamm, TCAD Executive Director, and Heather Filiberto, Empire Zone Coordinator, provided an overview of the program's 2010 budget submission.

### **Workforce Development**

Julia Mattick, Director of Workforce Development, and Diane Bradac, Director of Employment and Training, provided a review of the Program's operations and an overview of the Department's 2010 budget submission.

Ms. Mackesey spoke of the relationship between some of the budget reductions that are being made and the money departments are able to leverage. She asked that County Administration provide information on the potential funding losses, particularly in the larger departments. Mr. Mareane agreed to provide this information.

### **Adjournment**

The meeting adjourned at 7:34 p.m.