

**Finance & Rules Committee**  
**March 26, 2013**  
**Minutes**

**Members Present:** Committee Chair Scott Gray, Legislators Michael Docteur, Michael Montigelli, Barry Ormsby, Jennie Adsit, Chairwoman of the Board Carolyn Fitzpatrick

**Others Present:** Legislators Philip Reed, Michael Astafan, John Peck, Robert Ferris, and Anthony Doldo, County Administrator Robert Hagemann, Deputy Administrator Michael Kaskan, County Attorney David Paulsen, Board of Elections Commissioner ( ) Jerry Eaton, Treasurer Accountant Anne Converse, Watertown Daily Times Reporter Dan Flatley, Confidential Secretary Jill Jones

Chairman Gray called the meeting to order at 7:05 p.m. The minutes of the February meeting were approved as presented.

Chairman Gray introduced a resolution authorizing sale of tax foreclosure property to the Village of Black River and entertained a motion for consideration. A motion was duly made by Legislator Montigelli seconded by Legislator Docteur and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Gray introduced a resolution authorizing payment in lieu of taxes agreement relative to Eagle Ridge Partners, L.P. and entertained a motion for consideration. A motion was duly made by Legislator Adsit seconded by Legislator Montigelli and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Gray introduced a resolution authorizing transfer of funds between departments and entertained a motion for consideration. A motion was duly made by Legislator Adsit seconded by Legislator Ormsby and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Gray introduced a resolution approving Jefferson County Administrative Policies and Procedures for Information Technology and entertained a motion for consideration. A motion was duly made by Legislator Docteur and seconded by Legislator Adsit. Chairman Gray advised that these policies are fluid documents that are not meant to capture every event possibility, and with changing technology we are never going to mitigate all the risks involved.

In response to concerns expressed by Legislator Doldo regarding the County monitoring any and all voice and data traffic passing through its system and who would be doing the monitoring, IT Director Hudson advised that monitoring both voice and email traffic are possibilities but are not currently being done, unless a specific request is made by a department head. He said currently DSS is looking at a program that would monitor voice communications to track how successful calls are and to increase productivity. Chairman Gray stated that if there

is any suspicion that something is occurring that should not be occurring the capability is there to go in and monitor both voice and internet connections. Mr. Hudson said he has occasionally received requests for a copy of a particular voice message if it is threatening in nature. Mr. Hagemann related that all of these policies had been given to the unions for review prior to the matter coming before the Committee. Mr. Hudson further advised that he would be doing any email/phone monitoring referred to in the policies. Mr. Kaskan added that the IT Department will not act independently to monitor anything, it will be done in response to a complaint or a request from the department head, and any security or privacy issues will be discussed prior to any monitoring.

Legislator Doldo expressed concerns regarding the employees reading, comprehending and interpreting the policies themselves and then getting into trouble without realizing it. Mr. Kaskan explained that the IT Department will be providing training to all employees with regard to these policies, and the two largest unions in the County have already viewed and signed off on them. Mr. Kaskan understood the concerns and said the discipline for violations of the policies will depend on how egregious or malicious the violation is, but there needs to be something in place in case something is done maliciously. Chairman Gray stated that discipline is progressive accordingly.

Legislator Reed advised that there was a considerable amount of discussion at the Ad Hoc Committee level concerning privacy and security. He said you have to have a balance between privacy for the employee and giving them the proper tools to conduct business. He felt the policies were reasonable guidelines to make the right decisions, and provide a lot of give and take. Chairman Gray said discussions at that level were about where you draw the line between making something too restrictive yet protecting the flow of information that goes around the buildings on a daily basis, which in some cases is very sensitive information and has to be respected as such. Legislator Peck asked if cell phones and texting fit into these policies. Mr. Hudson related that cell phone use is governed by a separate cell phone policy that has already been adopted, but some of the issues between that policy and these policies overlap, however these policies do not go to the length the cell phone policy does in terms of inappropriate behavior. There being no further discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Gray introduced a resolution requesting introduction of legislation extending the authorization of a three quarters of one percent increase in the County Sales and Compensating Use Tax in Jefferson County and entertained a motion for consideration. A motion was duly made by Legislator Adsit seconded by Legislator Ormsby and there being no discussion, the Committee agreed to sponsor the resolution as presented.

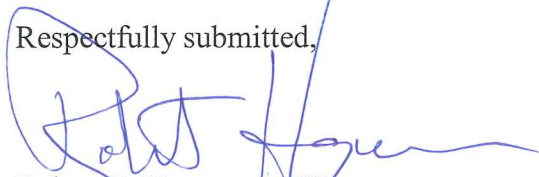
Chairman Gray introduced a resolution opposing passage of legislation to allow early voting, or to allow counties to opt-in to early voting opportunities, and for the State to fully fund any increased costs associated with early voting. A motion was duly made by Legislator Docteur seconded by Legislator Ormsby and there being no discussion, the Committee agreed to sponsor the resolution as presented.

On a motion by Legislator Adsit seconded by Legislator Ormsby and unanimously carried the Committee approved a General Services Committee sponsored resolution; Amending the 2013 County Budget to Recognize Additional FY2010 Operation Stonegarden Grant Funds and Authorizing Agreement Amendment.

On a motion by Legislator Docteur seconded by Legislator Adsit and unanimously carried the Committee approved a Health & Human Services Committee sponsored resolution; Authorizing Agreements for the Community Services Board and Amending the 2013 County Budget in Relation Thereto.

There being no further business of the Committee, on a motion by Legislator Montigelli seconded by Legislator Ormsby and unanimously carried, the meeting was adjourned at 7:20 p.m.

Respectfully submitted,



Robert F. Hagemann, III  
Clerk of the Board