



LIVINGSTON COUNTY BOARD OF SUPERVISORS'
MEETING NOTICE

Livingston County Government Center, Geneseo, New York 14454 585.243.7030

TENTATIVE AGENDA

COMMITTEE: WAYS AND MEANS

DATE: MARCH 9, 2026

TIME: 1:30 P.M.

Committee Members

- D. Knapp, Chairman
- W. Wadsworth, Vice Chairman
- J. Cates
- D. DiSalvo
- E. Gott
- D. LeFeber
- D. Pangrazio

PLEDGE OF ALLEGIANCE:

1:30 PERSONNEL ISSUES

1. DEPARTMENT OF HEALTH – JIM PERAINO

AMENDING THE 2026 SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2026 Salary Schedule is amended as follows:

Department of Health

- Create one (1) full-time Clinical Aide position at Wage Grade 4 CSEA Full-Time Contract effective March 11, 2026.

For: Replacing three (3) part-time positions with one (1) full-time position.

The Department will delete the three (3) part-time positions once the full-time has been filled.

2. DEPARTMENT OF SOCIAL SERVICES – TRACY MCCAUGHEY

AMENDING THE 2026 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF SOCIAL SERVICES

RESOLVED, that the 2026 Livingston County Salary Schedule is amended as follows:

Social Services

- Create one (1) full-time Senior Account Clerk position at Wage Grade 9 CSEA Full-Time Contract effective March 11, 2026.

For: Succession planning for June 26, 2026 retirement.

3. CONFLICT DEFENDER – HAYDEN DADD

AMENDING THE 2026 LIVINGSTON COUNTY SALARY SCHEDULE: CONFLICT DEFENDER

RESOLVED, that the 2026 Livingston County Salary Schedule is amended as follows:

Conflict Defender:

- Create one (1) full-time Mitigation Specialist position at Wage Grade 12 CSEA Contract effective March 11, 2026.

For: Assisting clients and attorneys to obtain best possible outcomes for clients to include assessments, referrals, etc. This position's salary and benefits is fully funded by Hurrell-Harring settlement monies and a competitive grant secured from ILS.

1:45 OFFICE FOR THE AGING – SUE CARLOCK

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF TWO (2) 2026 CHRYSLER PACIFICA MINIVANS FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING: FALLS DODGE DBA JOE CECCONI'S CHRYSLER COMPLEX



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RESOLVED, that the Livingston County Office for the Aging is hereby authorized to purchase from Falls Dodge DBA Joe Cecconi's Chrysler Complex of 2380 Military Road, Niagara Falls, New York 14304, two (2) 2026 AWD Chrysler Pacifica Selects at a cost not to exceed \$90,000.00.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Unmet Needs Funding	0%	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>Procurement Method</i> <input checked="" type="checkbox"/> <i>Cooperative-Contract# NYS OGS Mini-Bid #OFA26-3, PC23166</i>		
<input type="checkbox"/> <i>Piggyback-Contract#</i> <input type="checkbox"/> <i>Quotes</i> <input type="checkbox"/> <i>Exempt Prof. Services:</i>		
<input type="checkbox"/> <i>Other:</i>		

Director's Comments: These vehicles will replace two 2014 vehicles, one with an approximate auction value of \$1,000-\$1,500 and the other with an approximate auction value of \$2,500 or less.

1:50 HIGHWAY – JASON WOLFANGER

Action Item(s) To Be Reported

1. AUTHORIZING THE PURCHASE OF ONE (1) 2026 VOLVO ECR145F HYDRAULIC EXCAVATOR FOR THE LIVINGSTON COUNTY HIGHWAY DEPARTMENT: ALTA CONSTRUCTION EQUIPMENT NY LLC

RESOLVED, that the Livingston County Highway Department is hereby authorized to purchase from Alta Construction Equipment NY LLC of 4554 West Saile Drive, Batavia, NY 14020, one (1) 2026 Volvo Ecr145F Hydraulic Excavator with an 84 month 3000 HR Extended Warranty for a total cost not to exceed \$213,196.00.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
2026 Liv. Co. Highway Machinery Fund Appropriations	100%	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<i>Procurement Method</i> <input checked="" type="checkbox"/> <i>Cooperative Contract #NYS OGS PC70890</i> <input type="checkbox"/> <i>Exempt Prof. Services</i> <input type="checkbox"/> <i>Piggyback</i>		
<input type="checkbox"/> <i>Quotes-Contract#:</i>		

1:55 COMPLIANCE OFFICER – CHRISTINE STUDIOSO

Action Item(s) To Be Reported

1. ADOPTING REVISIONS TO THE EQUAL EMPLOYMENT OPPORTUNITY POLICY, AMERICANS WITH DISABILITY ACT EMPLOYMENT POLICY, FAMILY MEDICAL LEAVE ACT POLICY, SEXUAL HARASSMENT POLICY & EXPRESSING BREASTMILK POLICY

WHEREAS, Livingston County currently has an Equal Employment Opportunity Policy previously modified by Resolution No. 2021-107 on March 24, 2021, an Americans with Disability Act Employment Policy previously modified by Resolution No. 2009-30 on August 26, 2009, a Family Medical Leave Act Policy previously modified by Resolution No. 2023-297 on August 23, 2023, and an Expressing Breastmilk Policy and Procedure previously modified by Resolution No. 2008-245 on June 11, 2008; and

WHEREAS, a review of the policies was completed to ensure reporting contact information contained in the policies were up to date and the policies aligned with current Federal and State regulations and standards; now, therefore be it

RESOLVED, that the Livingston County Board of Supervisors hereby adopts the amended Equal Employment Opportunity Policy, Americans with Disability Act Employment Policy, Family Medical Leave Act Policy, Sexual Harassment Policy, and Expressing Breastmilk Policy, in entirety, effective immediately, with said policies to supersede the existing policy.

Informational Item(s) Written Only

Monthly Activity Report – January/February 2026



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- Completed reviews of the required Federal and State monthly Medicaid exclusion check. No Affected Individuals or County vendors were confirmed to be on the lists.
- Assisted Central Services with writing required policy (program) after a recent PESH inspection. A total of 6 policies have been drafted.
- Completed & published non-material updates (removing specific employee names, while leaving job titles) to the Title VI Plan.
- Completed 2 investigations related to reports of non-compliance, with 1 being substantiated and 1 being unsubstantiated.
- Drafted Compliance Officer updates for Compliance Committee.
- Updated the HIPAA Notice of Privacy Practices for county provider use to include regulatory required information about the disclosure of substance use disorder records.
- Drafted the HIPAA Notice of Privacy Practices for health plans for HR. Provided additional guidance to HR surrounding the guidelines to provide the notice electronically.
- Provided 2026 Compliance Department annual report to Ways & Means Committee.
- In coordination with outside counsel, completed updates to six (6) HR policies, which will be presented for Board of Supervisors approval in March.

Meetings Attended/Trainings/Professional Development

- January
 - Corporate Compliance Annual training
 - Title VI Employee Education training
 - Workplace Violence training
 - Harassment Prevention for Supervisors training
 - Department Head meeting (2)
 - PESH Inspection Debrief (2)
 - NYSAC webinar – Beyond Compliance: Building AI-Safe Data Defenses
 - Rethink Compliance webinar – Reaching Humans in an AI Age
 - Compliancy webinar – 2025 Data Breaches & Fines: Costly Compliance Mistakes and How to Avoid Them in 2026
 - Suicide Prevention Taskforce
 - Information Governance Board
- February
 - HR Series – Employee Performance
 - HCCA webinar – Appealing Medicare Denials
 - Executive Safety Committee
 - PESH Inspection Debrief
 - Creating Accessible PDF documents (all day training)
 - Information Governance Board
 - Suicide Prevention Taskforce
 - Department Head meeting
 - Chamber of Commerce State of the County & Legislative Panel

Compliance Committee Updates

- Last meeting – February 12



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- Regulatory Updates – (1) NY OMIG released its 2026 work plan, (2) updates to the HIPAA Notice of Privacy Practices are required to comply with new notices requirements related to substance use disorders, (3) the Consolidated Appropriations Act of 2026 extended Medicare telehealth flexibilities through 12/31/27, and (4) the Medical Aid in Dying Act was signed into law on 2/6/26, with an effective date of 8/6/26.
- Reviewed Q4 2025 Departmental quarterly reports & Compliance Officer report
- Discussed 2026 Departmental Risk Assessment tentative plan
- Reviewed the Exclusion & Sanction List Screening Procedure
- Next meeting – May 14

2:00 SHERIFF’S OFFICE – SHERIFF TOM DOUGHERTY

Action Item(s) To Be Reported

1. RESCINDING A PORTION OF RESOLUTION NO. 2026-69 (DECLARING SURPLUS PROPERTY: SHERIFF’S OFFICE)

WHEREAS, that the Livingston County Board of Supervisors declared the 2012 Chevrolet Tahoe VIN#1GNSK2E08CR304790 as surplus property; and

WHEREAS, the Sheriff’s Office has determined that said vehicle will be kept for use in training K9s; now, therefore, be it

RESOLVED, that a portion of Resolution No. 2026-69 is hereby rescinded.

2:05 PURCHASING – ASHLEY SCUTT

Pre-approved Informational Item(s) To Be Reported

1. Departmental Update

Informational Item(s) Written Only

PURCHASING DEPARTMENT’S MONTHLY ACTIVITY REPORT – FEBRUARY 2026 **MEETINGS ATTENDED/ TRAININGS/ PROFESSIONAL DEVELOPMENT**

- SAMPO Pro-D Committee Meeting (2)
- SAMPO Board of Directors Meeting
- Light up Livingston Broadband meeting (2)
- NIGP Edge Program (4)
- CIP ARPA Status Meeting
- Information Governance Board
- Catapult contract kick off meeting
- NIGP Leadership Summit

PURCHASE ORDERS PROCESSED

	New PO’s PROCESSED	PO DOLLAR VALUE
Monthly	27	\$796,703.81
YTD	74	\$2,361,681.32

PROCUREMENT CARD TRANSACTIONS REVIEWED

	PCARD TRANSACTIONS	PCARD DOLLAR VALUE
Monthly	157	\$71,956.44
YTD	349	\$134,128.92



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SOLICITATIONS ISSUED THIS MONTH

Type	Dept	Bid/ RFP Name	Date Issued
RFQ	OFA	OFA Chrysler Pacifica AWD	2/11/2026
RFP	OFA	Personal Emergency Response System Services	2/3/2026
Bid	CS	Electrical Services	2/10/2026
BID	CS	Drainage Remediation	2/24/2026
RFP	DOH	Mobile Crisis Response Program	2/25/2026
YTD	16		

SOLICITATIONS OPENED THIS MONTH

Type	Dept	Bid Name	Date Opened
Bid	PLN	MIP Construction Service Area 3 Rebid	2/17/2026
RFQ	OFA	OFA Chrysler Pacifica AWD	2/25/2026
RFP	OFA	Personal Emergency Response System Services	2/25/2026
YTD	15		

INSURANCE CLAIMS

Monthly:4

YTD: 13

VEHICLES / EQUIPMENT SURPLUS FORMS PROCESSED

Monthly: 3

YTD: 8

VEHICLES / EQUIPMENT ADD/DELETE FORMS PROCESSED

Monthly: 11

YTD:29

2:10 COUNTY TREASURER – AMY DAVIES (Attachment)

Pre-approved Informational Item(s) To Be Reported

1. Petition and Notice of Foreclosure filed March 3, 2026. The list of parcels has been forwarded to Town Supervisors, County Attorney and County Administrator.
2. Update on Adko Town of Springwater

2:15 COUNTY ADMINISTRATION – SHANNON HILLIER (Attachments)

Action Item(s) To Be Reported

1. **APPROVING ABSTRACT OF CLAIMS #3A-MARCH 9, 2026**
2. **AMENDING THE 2026 LIVINGSTON COUNTY BUDGET: DEPARTMENT OF HEALTH (2), HIGHWAY (2) & SHERIFF’S OFFICE**
RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested Budget Amendments per the Budget Amendment entries that have been approved by the Livingston County Administrator.
3. **AUTHORIZING TRANSFER OF FUNDS: DEPARTMENT OF HEALTH (2)**
RESOLVED, that the Livingston County Treasurer is authorized and directed to make the requested transfers per the Budget Amendment entries that have been approved by the Livingston County Administrator.



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Pre-approved Informational Item(s) To Be Reported

1. Departmental Updates

2:25 ADJOURNMENT

CLERK OF THE BOARD – MICHELE REES

FEBRUARY 2026

Appointments

Monthly: 8
Year to Date: 30

Legal Notices

Monthly: 4
Year to Date: 11

Meetings

Monthly: 11
Year to Date: 26
Board: 2
Committee: 4
Orientation:
Other: 5

Resolutions

Monthly: 34
Year to Date: 74

Electronic Approvals

Monthly: 1
Year to Date: 1

Proceedings Project

Monthly: 0
Year to Date: 0
Website:

Miscellaneous:

Journal of Proceedings posted to website: 1849-1859; 1860-1869; 1870-1879; 1880-1889; 1890-1899; 1900-1909; 1917-1939; 1940-1947; 1949; 1950-1956; 1957-1959; 1961-1969; 1970-1979; 1980-1989; 1990-1999; 2000-2005; 2007-2011;

Received 3 catering quotes for review. Contract awarded to Forest Hill.

Crock ordered for 2026 recognition recipients

Reserved photographer & beverages for employee recognition

Began local law introduction/public hearing process 2026-C Extending the Existing Livingston County Guest Room Occupancy Tax

Extended public hearing process for 2026-B Authorizing lease or sale of County Real Property w/o public advertising or competitive bidding



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Researched procedure to execute GTC appointment for Governor/Senate approval

Submitted Extending the Existing Livingston County Guest Room Occupancy Tax local law paperwork to DOS.

Attended HR Series training session on employee performance

Attended State of the County Chamber event

Research requests for information from Public, BOS, Administration & Departments Heads

REAL PROPERTY TAX SERVICES – BILL FULLER

Informational Item(s) Written Only

- Taxable Status Day was March 1st, this was also the deadline for property tax exemption applications to be turned in to the Town Assessors.
- Finalizing parcel splits, merges, subdivisions and deed transfers through March 1st for Assessors tentative assessment roll April deadline.
- Next Assessors' meeting is scheduled for March 19th.
- Final Village Assessment Rolls will be printed by this office. The Assessors will deliver to the Villages.
- The month of February did not have any corrections to the tax rolls to report.
- Assessment impact notices are being printed and mailed to taxpayers.

2026 Budget Request - Amendment with Instance ID of 92821 from Health, Department of - Awaiting Board Approval

lfforms to: MicheleRees

02/25/2026 02:41 PM

2026 Budget Request - Amendment from **Health, Department of** has been approved by the County Administrator. This request requires board approval.

Date of Request: 2/25/2026

Department: Health, Department of **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 92821

From Appropriation / Revenue

From Dept Code:

From Dept Description: P H Infrastructure Grant

0.00

To Appropriation

To Dept Code:

To Dept Description: P H Infrastructure Grant

37852.00

Reason: (if applicable)

Source of Revenue: Update budget based on '25-26 grant budget including unused funds from '24-25 grant budget rolled over to the current budget. (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf4011 County BPR 2026 - A.pdf

2026 Budget Request - Amendment with Instance ID of 92782 from Health, Department of - Awaiting Board Approval

lfforms to: MicheleRees

02/25/2026 08:47 AM

2026 Budget Request - Amendment from **Health, Department of** has been approved by the County Administrator. This request requires board approval.

Date of Request: 2/23/2026

Department: Health, Department of **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 92782

From Appropriation / Revenue

From Dept Code:

From Dept Description: Children With Special Needs

0.00

To Appropriation

To Dept Code:

To Dept Description: Children With Special Needs

68576.00

Reason: (if applicable)

Source of Revenue: To reflect the CYSHCN grant budget including the supplement Community Accessibility and Inclusion (CAI). (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



[Click here to open this task in Forms.](#) ERP Budget Request Form.pdf 4111 County MOD A 2-23-26.pdf

**2026 Budget Request - Amendment with Instance ID of 93026 from Highway
- Awaiting Board Approval**

iforms to: MicheleRees

03/04/2026 12:22 PM

2026 Budget Request - Amendment from **Highway** has been approved by the County Administrator. This request requires board approval.

Date of Request: 3/4/2026

Department: Highway **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 93026

From Appropriation / Revenue

From Dept Code:

From Dept Description: BR 102 Gibson Street

0.00

To Appropriation

To Dept Code:

To Dept Description: BR 102 Gibson Street

3537.60

Reason: (if applicable)

Source of Revenue: Federal State Aid Project, 100% reimbursement, final amount billed in 2026 (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



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**2026 Budget Request - Amendment with Instance ID of 92950 from Highway
- Awaiting Board Approval**

iforms to: MicheleRees

03/03/2026 01:28 PM

2026 Budget Request - Amendment from **Highway** has been approved by the County Administrator. This request requires board approval.

Date of Request: 3/2/2026

Department: Highway **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 92950

From Appropriation / Revenue

From Dept Code:

From Dept Description: Machinery Fund
125000.00

To Appropriation

To Dept Code:

To Dept Description: Machinery Fund
125000.00

Reason: (if applicable)

Source of Revenue: Insurance claim, Electrical malfunction at Highway facility. Insurance proceeds to reimburse automotive GL NYMIR Claim 000978812 (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



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NYMIR Insurance Claim 000978812.pdf

2026 Budget Request - Amendment with Instance ID of 92890 from Sheriffs Office - Awaiting Board Approval

iforms to: MicheleRees

02/27/2026 03:19 PM

2026 Budget Request - Amendment from **Sheriffs Office** has been approved by the County Administrator. This request requires board approval.

Date of Request: 2/27/2026

Department: Sheriffs Office **Program:**

Type of Request: Budget Request - Amendment

Instance ID: 92890

From Appropriation / Revenue

From Dept Code:

From Dept Description: GTSC CPS

0.00

To Appropriation

To Dept Code:

To Dept Description: GTCS CPS

1223.80

Reason: (if applicable)

Source of Revenue: NYS DMV Governors' Traffic Safety Child Passenger Safety Grant balance of funds to expend/claim. (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



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**2026 Budget Request - Transfer with Instance ID of 92783 from Health,
Department of - Awaiting Board Approval**

lfforms to: MicheleRees

02/25/2026 08:47 AM

2026 Budget Request - Transfer from Health, Department of has been approved by the County Administrator. This request requires board approval.

Date of Request: 2/23/2026

Department: Health, Department of **Program:**

Type of Request: Budget Request - Transfer

Instance ID: 92783

From Appropriation / Revenue

From Dept Code:

From Dept Description: Children With Special Needs
2197.00

To Appropriation

To Dept Code:

To Dept Description: Children With Special Needs
2197.00

Reason: Transfer to reflect the CYSHCN grant budget including the supplement Community Accessibility and Inclusion (CAI). (if applicable)

Source of Revenue: (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



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**2026 Budget Request - Transfer with Instance ID of 92822 from Health,
Department of - Awaiting Board Approval**

lfforms to: MicheleRees

02/25/2026 02:42 PM

2026 Budget Request - Transfer from Health, Department of has been approved by the County Administrator. This request requires board approval.

Date of Request: 2/25/2026

Department: Health, Department of **Program:**

Type of Request: Budget Request - Transfer

Instance ID: 92822

From Appropriation / Revenue

From Dept Code:

From Dept Description: P H Infrastructure Grant
1705.00

To Appropriation

To Dept Code:

To Dept Description: P H Infrastructure Grant
1705.00

Reason: Transfer- Update budget based on '25-26 grant budget including unused funds from '24-25 grant budget rolled over to the current budget. (if applicable)

Source of Revenue: (if applicable)

Click here to view the submission in a Web browser. After reviewing it, you can make your approval decision.

If Approved, please input the Resolution Number and attach the Resolution.



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