

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: SUPPORT SERVICES**

**DATE: NOVEMBER 6, 2008**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS VANNESS  
GIRARD  
SIMMES  
GOODSPEED  
TAYLOR

**OTHERS PRESENT:**

HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE AND  
FISCAL SERVICES  
PAUL DUSEK, COUNTY ATTORNEY  
JOAN SADY, CLERK OF THE BOARD  
KEVIN GERAGHTY, BUDGET OFFICER  
AMY CLUTE, SELF-INSURANCE ADMINISTRATOR  
TODD LUNT, HUMAN RESOURCES DIRECTOR  
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE  
SPECIALIST

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS SHEEHAN  
STRAINER

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In the absence of Committee Chairman Sheehan, Supervisor VanNess, as Vice-Chairman, called the meeting of the Support Services Committee to order at 9:32 a.m.

Mr. VanNess advised that prior to proceeding with the Safety Services Consultant interviews, Paul Dusek, County Attorney, had a request for Transfer of Funds.

Mr. Dusek stated that he had informed the Committee in April that he would have a shortfall this year due to the cost of abstracting. He said that he had budgeted \$45,000 for abstracting and usually half was spent in the spring and half in the fall. He added that the list had come out late last year and in April he had become aware that there would be a shortfall. He advised that due to unforeseen circumstances such as the Forest Preserve action, computer problems caused by the new server and an increase in the number of law books issued this year, the County Attorney's budget had a shortfall.

Mr. Dusek stated that the total amount needed to cover the shortfall was \$40,000; however, he added, since he had eliminated a Legal Assistant position in his Office this year, there were funds remaining in salaries. He said the account had approximately \$11,500 remaining; however, he added, he had been advised by the County Treasurer's Office not to completely deplete the account. He requested a Transfer of Funds in the amount of \$29,000 from the Contingent Fund (A.1990 469) to the Consulting Fees Code (A.1420 437) to cover the shortfall to the County Attorney's budget. He also requested a Transfer of Funds in the amount of \$9,000 from the Salaries-Regular Code (A.1420 110) to cover shortfalls for subscriptions, legal fees and consulting fees.

Motion was made by Mr. Goodspeed, seconded by Mr. Girard and carried unanimously to approve the requests for the transfers of funds, as outlined above and to refer the

same to the Finance Committee. *Copies of the requests for Transfer of Funds are on file with the minutes.*

Amy Clute, Self-Insurance Administrator, apprised that the purpose of the meeting was to interview Cool Insurance Agency and Needham Risk Management as potential Safety Services Consultants for the County. Mr. Dusek advised that an executive session should be declared to discuss matters leading to the hiring of a particular company.

Motion was made by Mr. Girard, seconded by Mr. Goodspeed and carried unanimously that executive session be declared pursuant to Section 105 (f) of the Public Officers Law.

Executive session was declared from 9:40 a.m. to 10:30 a.m.

Committee reconvened.

Pursuant to the executive session, motion was made by Mr. Girard and seconded by Mr. Goodspeed to hire Needham Risk Management as the Safety Services Consultant for Warren County. The motion failed due to lack of majority vote with Messrs. Taylor and VanNess voting in opposition.

Discussion ensued.

The Committee decided the issue should be discussed further at the next Committee meeting and they directed Ms. Clute to contact Messrs. Sheehan and Strainer to update them on the events of this meeting.

As there was no further business to come before the Support Services Committee, on motion made by Mr. Girard and seconded by Mr. Taylor, Mr. VanNess adjourned the meeting at 10:32 a.m.

Respectfully Submitted,

Charlene DiResta, Sr. Legislative Office Specialist