

ERIE COUNTY COMMISSIONERS

SPECIAL SESSION

WEDNESDAY, FEBRUARY 20, 2019

ALL PRESENT

President Shenigo called the meeting to order at 9:30 a.m., and opened with the Pledge of Allegiance.

Budget Work Session. Present were Ed Widman, Director of Finance, and Melissa Tomaro, Assistant Finance Director.

The Preliminary Budget Status report was reviewed, with the following discussion:

Adult Probation - Although there are no mandates in place requiring the requested staffing levels (three additional employees at a cost of \$245,375), it was noted that Megan's Law, if adopted, could reduce the maximum case load recommended. Pete said that this budget will be short at the end of the year if T-CAP funding ends mid-2019. Mr. Shenigo directed Pete to contact Adult Probation to determine the services provided by Bayshore Counseling that should be paid by the Mental Health and Recovery Board. He would also like to know how many drug tests have been performed and the cost for the tests, as he believes that Bayshore charges more than Firelands Counseling and Recovery. However, Pete explained that Adult Probation has contracted with a provider to perform the drug tests. Mr. Shenigo asked for information on the services and costs before considering any personnel requests, saying that the Commissioners need to receive that before tomorrow's Consolidated Budget Hearing. He would also like to know the number of individuals on probation, and the number of Probation Officers, going back to 2010.

Human Resources - The actual cost of printing the updated Personnel Policy Manual (\$1,015) is included, and numbers regarding personnel requests (\$16,119) were adjusted.

Facilities Department - Proposed projects were reviewed. Mr. Shenigo directed Pete to include installing a new roof on the Courthouse, and doing HVAC upgrades at the same time. Melissa texted Facilities Superintendent Gary Weillnau for a rough estimate on how much that would cost. Gary responded that it would likely be between \$100,000 and \$150,000 for each project. However, Pete thought that price seemed low.

Prosecutor - Judicial - IV-D and IV-E revenues have not been included yet (\$78,802).

Board of Elections - It was noted that some of these requests have not been approved yet, and should not be included in budget numbers, although contracts have been signed with vendors. Approximately \$12,000 in expenses will budgeted from their equipment fund, and some requests will be paid with State funds. Director Jen Ferback is working with the IT Department on computer upgrades (\$17,716), with Mr. Shenigo saying that these could be paid with equipment funds.

Common Pleas Court - Binette - Judicial - The Judge is asking that budget amounts be set the same as 2018. He is requesting an additional \$11,192 for supplies and \$13,126 for services. Ed is expecting more details on these requests today, noting that Finance did remove several large one-time expenses from last year.

Probate Court - Judicial - Personnel requests will be discussed in closed session - expenses related to reorganizing her department after the retirement of an employee (\$27,099) and retaining a part-time employee (\$5,541). Judge McGookey is also asking for additional funds for criminal jury planning (\$5,020 - bringing her total allocation to \$10,000); increasing attorney fees (\$1,976); and another \$6,963 for her travel line (bringing the total to \$12,000). It was noted that she spent \$5,000 on travel expenses last year. Requested increases in her services line item include legal and mental health providers.

Clerk of Courts - Judicial - Luvada Wilson is requesting an additional \$1,800 for travel/conferences, since she did not attend any meetings or training sessions in 2018; \$15,450 for a full-time employee through a temporary staffing agency; and \$22,506 to have journals scanned and microfilmed, over a three-year period. There was some concern about having a three-year contract, with the thought that she should pay for this service as the project moves along, rather than the full amount up-front. Mr. Old suggested having Luvada bring a bound and an unbound journal with her to the Consolidated Budget Hearing tomorrow for the Microfilm Department to look at, since it may be something they could do for her.

Clerk of Courts - Title - Luvada is asking for an additional \$3,000 for travel expenses for her Supervisor. Like Luvada, she did not attend any training sessions in 2018.

On motion of Mr. Old and second of Mr. Shoffner, Board recesses into **Personnel Session** re **Compensation** and **Employment**; Roll Call: All Aye

On motion of Mr. Old and second of Mr. Shoffner, Board **reconvenes**; Roll Call: All Aye

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at 12:15 p.m.; Roll Call: All Aye