

**GENESEE COUNTY COMPREHENSIVE PLAN  
GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT  
February 2013**

Action	Government Administration Focus Group	Priority	Time frame	Monitoring Report
GA01	Continue and strengthen the forum for County, local and school district officials and policy makers to meet on a regular basis. The current and likely future, State economy will facilitate/require even more collaboration between school districts, local municipalities and counties.	Key	On-Going	<b>Emergency Management / Sheriff's Office / Planning - Assisted Town of Alabama and GCEDC with Emergency Services Study for STAMP (Science and Technology Advanced Manufacturing Park) project.</b> Various county, local municipal and school officials are beginning to look at working together to increase the impacts they collectively may have on changing State policies, rules and regulations. County Legislators regularly attend GAM (Genesee Association of Municipalities) meetings and various County Department Heads make presentations at GAM meetings.
GA02	Expand Genesee County's leadership position in the information age for economic viability and community enhancement by marshaling technological resources. High-speed internet access is important throughout the County including Agricultural operations.	Key	On-Going	<b>NYS, GAM, County IT – NYS will be conducting a High-speed internet availability survey beginning with government facilities (Count and local government buildings, and agencies). County and local municipalities could leverage economies of scale and obtain better service at lower costs by jointly shopping for providers.</b>  <b>GAM – Negotiations on new franchise agreements with Time Warner have stalled because there is no penalty for operating on expired agreements.</b>
GA03	The County should assist municipalities in solving existing water supply and distribution problems, such as by negotiating with the Monroe County Water Authority for the extension of water transmission lines and the provision of public water to Genesee County.	Key	On-Going	Legislature –The WRA (Water Resources Agency) is waiting on a proposal from MCWA (Monroe County Water Authority) as to the projected costs for having them provide all the County's water needs should the City of Batavia Water Plant eventually be taken out of service. Current County/City contracts for operation of the City's Water Plant expire in 2018 at which time it is anticipated additional investments will be required if the plant is to remain operational. In the next few years, the County will have to decide whether to go entirely with MCWA or continue its involvement with the City Water Plant in order to provide enough lead time for the anticipated design/approval and construction of required infrastructure for either option.

**GENESEE COUNTY COMPREHENSIVE PLAN  
GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT  
February 2013**

Action	Government Administration Focus Group	Priority	Time frame	Monitoring Report
GA04	Maintain and expand a fully integrated joint purchasing system. Pursue other collaboration and/or consolidation efforts involving services provided by Genesee County, its local municipalities, school districts, adjacent counties, and the private sector (inclusion of former Recommendations #12 and 18).	Key	On-Going	<p>Purchasing – The Western and Central New York (WACNY) of SAMPO (NYS Association of Municipal Procurement Officials) continued meeting and sharing information in 2012 but ever tightening budgets have begun to impact the ability of some agencies to attend meetings. Members now include 12 counties, the City of Rochester, City of Batavia, Monroe Community College, Penfield Central Schools, and 3 GVEP from Genesee Valley, Wayne-Finger Lakes and Greater Southern Tier (collectively, these GVEP cover many school districts). <b>Some of the topics covered in 2012 were: new Iran Divestment Act (new legislation - April 12, 2012); OGS contract expiration; FOIL requests for confidential, proprietary information; acceptance of electronic bidding; The Empire State Bid System; Best Value; and Aggregate purchases under GML. The group continues to be a source of bid information sharing as well as a forum for procurement law discussions. Topics for future agendas include: Development of Potential Regional Cooperative Contracts; update of the demonstration project for agencies to be able to use on-line reverse auctions in bidding (sponsored by Finger Lakes Regional Economic Development Council in partnership with Wegmans); New York State OGS contracts; and the use of National Group Purchasing Contracts (i.e. US Communities, NJPA, GSA, etc.).</b></p>

**GENESEE COUNTY COMPREHENSIVE PLAN  
GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT  
February 2013**

Action	Government Administration Focus Group	Priority	Time frame	Monitoring Report
GA05	Consider potential opportunities for the selective outsourcing of governmental services, such as: information/communication/computer; bus transportation/rural transportation services; solid waste/recycling.	Key	On-going	County Manager –Area school districts benefit from the ability to use GVEP purchasing options which eliminate a lot of the State “road blocks” that exist to sharing services, bidding items, etc. allowing greater savings due to economies of scale. School Districts now have greater flexibility in working together on the transportation of students eliminating duplicate runs by two or more districts to the same location. Schools are, for the most part, now focused primarily on State-Aid levels. The financial benefits paid to Genesee County when it “sold” its CHHA (Certified Home Health Agency) and LTHHCP (Long Term Home Health Care Program) to a private vendor are no longer available to other counties due to a recent emergency change in NYS Health Department guidelines.
GA07	Improve communication and cooperation with the Tonawanda Indian Reservation.	Key	Long-term	County Manager – The County will continue to strive to develop working relationships starting with project specific opportunities whenever possible.
GA08	Schedule interagency meetings on a regular basis to address technical issues, improve coordination and facilitate sharing.		On-going	County Depts. <b>County Clerk’s Office working with Sheriff’s Office, courts system, Real Property and local assessors on digital access to records (pistol permits, deeds and mortgages).</b>
GA09	Continue to meet with representatives of adjacent counties to discuss areas of common concern.		On-going	<b>In 2012, Genesee and Orleans Counties embarked in a collaborative effort with their Health Departments. The positions of Health Director and Director of Environmental Health are being shared between counties.</b>
GA11	Increase coordination and cooperation with local governments and schools to improve the delivery of administrative functions and existing programs in a cost-effective manner.		On-going	County Depts. – The County IT and Planning Departments have begun working with the Village of Bergen to integrate their various GIS data sets into the County’s GIS web application. <b>County IT and Planning discussing assisting in the development of a GIS Web Mapping Application for Orleans County.</b>

**GENESEE COUNTY COMPREHENSIVE PLAN  
GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT  
February 2013**

Action	Government Administration Focus Group	Priority	Time frame	Monitoring Report
GA13	Prepare, maintain and circulate a centralized list of all government-owned equipment that could be shared in the County and maintain an Intermunicipal listing of highway equipment.		On-going	Purchasing – Purchasing continues to notify County Depts. through Email when surplus office equipment or supplies are available or being sought. The County Highway Dept. continues to maintain an intermunicipal listing of highway equipment that is shared throughout the County and local municipalities.
GA15	Provide computer training and cost-sharing programs for computer hardware and software to local governments (similar to GVEP approach) working with Technology Focus Group.		Intermediate	IT (Information Technology Dept.) – Provision of certified training for moving to Microsoft Office 2010 is very expensive so alternatives like obtaining training through other sources such as GCC or GVEP is being looked at.
GA19	Continue to evaluate the need for additional training of County, municipal and school district officials, especially by adding night and weekend classes through GCC and GVEP. Possibly provide courses in the following areas: <ul style="list-style-type: none"> <li>Computer/Advanced Technology</li> <li>Public Officials and Board Members</li> <li>SEQR, Planning, Zoning/Code Enforcement</li> <li>Public Relations/Customer Service</li> <li>Public Safety/Emergency Drills</li> <li>Management Skills</li> </ul>		Intermediate	County Depts. Leadership Genesee program has graduated eleven classes and will be starting a twelfth one. GCC’s Best Center is an excellent resource for training and now offers its own leadership training program. GCC is also developing a Public Administration Program for County Officials as well as local Municipal Officials. The County HR and Manager’s Office continues to offer various training opportunities to management personnel through a number of sources including webinar and on-line training. The Planning Department continues to provide and/or publicize training opportunities to assist local boards in meeting their annual training requirements. <b>6 Training Events were hosted/sponsored by the Planning Dept. in 2012.</b>
GA20	Develop measures to assist County departments as well as local officials and school district personnel to evaluate the effectiveness of existing programs and services to respond to future mandates. Even State Government has now recognized the need for mandate reform.		On-going	County Manager – The County Manager has continued providing opportunities for County Management Staff to participate in various ICMA and NACO (National Association of County Officials) training programs. The County Manager is using the performance evaluation process for management employees as well as the budget process as “evaluation” opportunities.

**GENESEE COUNTY COMPREHENSIVE PLAN  
GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT  
February 2013**

Action	Government Administration Focus Group	Priority	Time frame	Monitoring Report
GA23	Refine the use of electronic media (i.e., E-mail, Internet/Intranet, etc.) and other new technologies to communicate with the public and to distribute information, once County system is operable.		Intermediate	Genesee County is behind in the use of Social Networking tools such as Facebook, Twitter and LinkedIn. The technology and use patterns associated with these items are changing so rapidly that it takes a real commitment of resources to remain current. <b>Batavia City School District has had success using Facebook and Twitter as a way to communicate with students and parents.</b>
GA28	Provide an “orientation” to newly elected State and Federal representatives serving Genesee County, some of whom may not have the same background in local government that their predecessors had.	Key	On-Going	County Legislature and County Manager: County Manager, County Legislature and local school districts will work to maintain on-going lines of communication with elected State and Federal representatives so they are better aware of the needs of our County, local school districts and residents.
GA29	Fostering a Livable Community which is a place where all residents can live and participate in their community, no matter their age, health or physical ability, economic or social status; where citizens can grow up and grow old with maximum independence, safety and well-being.	KEY	On-Going	A common thread, woven through practically all the actions included in the County’s Comprehensive Planning Process, is that of creating/maintaining a more livable community. Essentially, the functions carried out by our various levels/units of government are done so on behalf of our residents in one form or another. We must not lose sight of who we are serving and why, and in doing so we will almost certainly create a more livable community for all our residents. In these very difficult fiscal times we now find ourselves in, we may not have the financial resources to provide all the services our residents may want but we should keep a focus on providing a livable community within our limited financial resources. <b>There is a need for housing opportunities for professionals and executives in the mid-upper level ranges. GCEDC is looking for potential projects related to housing or to address this need. Local municipalities should ensure that their zoning and comprehensive plans are updated and address this need.</b>

Please Note: The following Actions have been completed:

GA14: Re-evaluate the existing rental price structure for County highway equipment.

GA16: Enhance opportunities for interaction between the County Historian and the public schools.

**GENESEE COUNTY COMPREHENSIVE PLAN  
GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT  
February 2013**

GA17: Improve the responsiveness of the Central Services (Purchasing) and Personnel Depts.

The following Actions will be eliminated since they will be combined with others:

GA10: Eliminate (incorporate in GA11)      GA12: Eliminate (incorporate in GA04)  
GA18: Eliminate (incorporate in GA04)      GA22: Eliminate (incorporate in GA23)  
GA24: Eliminate (incorporate in GA01)      GA25: Eliminate (incorporate in GA01)  
GA26: Eliminate (incorporate in GA01)      GA27: Eliminate (incorporate in GA01)

The following Action has been eliminated because it was determined to no longer be necessary/appropriate:

GA06: Eliminated after adoption of 10 year agreement  
GA21: Broaden the distribution of the County newsletter (now on Intranet and Internet)

**GENESEE COUNTY COMPREHENSIVE PLAN**  
**GOVERNMENT ADMINISTRATION FOCUS GROUP MONITORING REPORT**  
**February 2013**

Acronyms and Abbreviations:

ArcGIS Server A GIS Software Program  
FM-Facilities Management (formerly Buildings & Grounds, B&G)  
GVEP – Genesee Valley Educational Partnership  
CAP – Coordinated Assessment Program  
E911 – Enhanced 911  
FOIL – Freedom of Information Law  
GAM – Genesee Association of Municipalities  
GIS- Geographic Information Systems  
GCC – Genesee County Community College  
G/FLRPC – Genesee/Finger Lakes Regional Planning Council  
GLOW – Genesee, Livingston, Orleans and Wyoming Counties  
GTC – Genesee Transportation Council  
ICMA- International City/County Management Association  
IT – Information Technology  
LGE – Local Government Efficiency Grant Program  
NACO – National Association of County Officials  
NYSAC – New York State Association of Counties  
OEM – County Office of Emergency Management Services  
O&M-Operation and Maintenance  
SEQR – State Environmental Quality Review Act  
SMSI- Shared Municipal Services Incentive Program  
WIB – Workforce Investment Board  
WIRED – Workforce Innovation and Regional Economic Development

Focus Group Membership:

Jay Gsell, County Manager (Chairperson)  
Daniel Burling, NYS Assembly  
Frank Ciaccia, Assistant County Manager  
Matt Landers, Director of Real Property Tax Services  
Susan Conklin, County Historian  
Greg Macaluso, Genesee Valley BOCES  
Scott German, County Treasurer  
Steve Hawley, NYS Assembly  
Darwin Hill, Council of Chiefs  
Chet Kaleta, Purchasing Director  
Lucine Kauffman, GAM  
Jerry Kozlowski, GCC  
Esther Leadley, County Legislator  
Don Luxon, Director of Weights & Measures  
Karen Marchese, County Human Resources Director  
Carolyn Pratt, Clerk of the County Legislature  
Mike Ranzenhofer, NYS Senate  
Don Read, County Clerk  
Charles Zambito, County Attorney  
Steve Zimmer, IT Director  
Ken Ellison, Superintendent, Pavilion Central School\*  
Christopher Todd, Superintendent, Oakfield Alabama CS\*  
Chris Dailey, Superintendent, Batavia City Schools  
Mike Glover, GVEP