

July 20, 2017

GOVERNMENT AFFAIRS COMMITTEE  
REPORT NO. 6

ALL MEMBERS PRESENT.

CHAIR MILLS PRESENT AS EX-OFFICIO MEMBER.

1. RESOLVED, the following items are hereby received and filed:

a. LL INTRO. 7-1 (2017)

**LOUGHRAN:** "A Local Law amending Local Law No. 1-1959, Constituting the Erie County Charter, as Amended, in Relation to the Adjustment of Job Qualifications for the Erie County Commissioner of Public Works"  
(Chair's Motion)

2. COMM. 13E-29 (2017)

**COUNTY EXECUTIVE**

WHEREAS, Erie County is required to provide specific legally mandated training courses to all county employees; and

WHEREAS, this mandated training includes employee workplace violence and harassment prevention, privacy and safety courses. Non-mandatory on-line training courses include topics to develop and enhance employee's business and communication skills; and

WHEREAS, following a request for proposal process the County Legislature on June 30, 2011 approved Comm.13E-16 authorizing the county administration to retain Skillsoft to provide online training for employees; and

WHEREAS, on July 12, 2012 (Comm. 13E-8), and July 19, 2013 (Comm. 13E-19), the County Legislature approved authorizing contract extensions with Skillsoft to provide on-line training for employees for additional one (1) year terms.

WHEREAS on July 26, 2014, (Comm 12E-29) the County Legislature authorized a contract extension with Skillsoft to provide on-line training for employees for three (3) years, and

WHEREAS, the request for proposal provision of Section 19.08 of the Erie County Administrative Code was complied with and a summary of the process is included as Attachment A to this resolution; and

WHEREAS, the selection process has determined that Skillsoft is the most appropriate and cost-effective firm to provide content for web-based (on-line) training; and

WHEREAS the Department of Personnel desires to continue contracting with Skillsoft for a three (3) year contract period; and

WHEREAS, the Department of Personnel has funds available within their 2017 Budget to pay for the remaining 2017 portion of the employee training contract.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby authorize the County Executive to enter into a contract for three (3) years with Skillsoft for the provision of web-based (on-line) training content in an amount not to exceed \$17,000 per year; and be it further

RESOLVED, that funding in the amount of \$17,000 already exists within the 2017 Adopted Budget, Funds Center 16110 Personnel, Account 516020 Professional Services Contracts & Fees; and be it further

RESOLVED, that funding in the amount of \$17,000 per year be made available from Funds Center 16110 Personnel, Account 516020 Professional Services Contracts & Fees, and be it further

RESOLVED, that certified copies of this resolution be forwarded to the Commissioner of Personnel, the County Comptroller, the County Attorney, and the Director of Budget and Management, and the County Executive's Office.  
(6-0)

3. COMM. 13E-30 (2017)

**COUNTY EXECUTIVE**

WHEREAS, the Erie County Clerk's Office Registrar processes an average of 17,000 transactions monthly and records related cash receipts of approximately \$5 million monthly; and

WHEREAS, to efficiently take care of customer needs when they come to the Clerk's Office to conduct business, adequate amounts of change need to be available at all times.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby authorize an increase in the County Clerk's change making fund for County Clerk Cashiers from \$1,900 to \$2,300; and be it further

RESOLVED, that in accordance with Section 2.06 of the Erie County Administrative Code the Change-Making Fund (Reserve balance) in the County Clerk's Office is increased by \$400; and be it further

RESOLVED, that these funds will be allocated to:

BA 113 – Erie County Clerk - 117100 Petty Cash  
Cnty Clerk – Cashier Change Fd

Current:	\$1,900
Increase	\$400
Total:	\$2,300

RESOLVED, that certified copies of this resolution be sent to the County Clerk, the Director of Budget and Management, the County Attorney and the County Comptroller.

(6-0)

**KEVIN R. HARDWICK**  
**CHAIR**