

May 3, 2018

FINANCE & MANAGEMENT COMMITTEE
REPORT NO. 8

ALL MEMBERS PRESENT, EXCEPT LEGISLATORS MILLS & BRUSO.
CHAIR SAVAGE PRESENT AS EX-OFFICIO MEMBER.

1. RESOLVED, the following items are hereby received and filed:
 - a. COMM. 8E-5 (2018)
COMPTROLLER “Report on Sales Tax Sharing with Cities, Towns & Villages in EC”
(Chair’s ruling)
 - b. COMM. 8E-6 (2018)
COMPTROLLER “Countywide Audit of Petty Cash, Change-Making, and Imprest Funds”
(Chair’s ruling)
 - c. COMM. 8E-11 (2018)
RATH “Letter to Comptroller Concerning Purchasing Imprest Fund”
(Chair’s ruling)
2. COMM. 7E-39 (2018)
COUNTY EXECUTIVE
WHEREAS, the Division of Budget and Management has a vacant Senior Executive Assistant – County Executive position which has resulted in the loss of full-time oversight of the fiscal operations of DSS, including management of a \$607M budget; and

WHEREAS, the current vacant Senior Executive Assistant – County Executive position became vacant in December 2017, resulting in several rounds of interviews. Very few applicants were qualified to lead the fiscal operations of the largest department of the Erie County; and

WHEREAS, the need for an individual to perform a chief fiscal officer- type duties with the necessary technical and program knowledge is critical and, as a result, a competitive salary commensurate with the responsibilities of the position in line with community job market standards is necessary to recruit and hire.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the establishment of a variable minimum, Job Group 18, Step 4 hiring level for the position of Senior Executive Assistant – County Executive for the Division of Budget and Management; and be it further

RESOLVED, that the Division of Budget and Management is hereby authorized to adjust the Adopted 2018 Budget of the Division of Budget and Management as necessary; and be it further

RESOLVED, that certified copies of this resolution will be forwarded to the County Executive, the Office of the Comptroller, the Department of Personnel, and the Division of Budget and Management.
(3-1) Legislator Lorigo voted in the negative.

3. COMM. 8E-10 (2018)
COUNTY EXECUTIVE
WHEREAS, the Division of Purchase processes certain vendor payments using check or debit card to vendors which do not accept Purchase Orders; and

WHEREAS, the need for specialized payment has increased due to the increase of on-line sellers and mandatory payments structured using a debit card; and

WHEREAS, the existing fund source of \$ 10,000 is insufficient to handle needed purchases for the maximum benefit to the County; and

WHEREAS, the Division of Purchase is seeking legislative approval of the increase to the Purchasing Imprest Fund from \$ 10,000 to \$ 20,000.

NOW, THEREFORE, BE IT

RESOLVED, that the Legislature of the County of Erie does hereby authorize the \$10,000 increase to the Purchasing Imprest Fund; and be it further

RESOLVED, that the Legislature of the County of Erie does hereby authorize an account title change from DISS - PURCHASING IMPREST FUND to PURCHASING IMPREST FUND; and be it further

RESOLVED, that these funds will be allocated to:

BA 106 Division of Purchase – 117100 Petty Cash

PURCHASING IMPREST FUND

RESOLVED, that the Clerk of the Legislature shall forward certified copies of this Resolution to the County Executive; the Director of Budget and Management; the Comptroller's Office and Vallie M. Ferraraccio, the Director of the Division of Purchase.
(3-1) Legislator Lorigo voted in the negative.

BARBARA MILLER-WILLIAMS
CHAIR