

Schoharie County
County Operations Review Committee

Alicia Terry - Chair
Gilboa Supervisor

Harold Vroman
Summit Supervisor

Alan Tavenner
Schoharie Supervisor

Eric Stein
President & CEO Cobleskill Regional Hospital

Dan Crandell
Public Works Commissioner

Bonnie Post
Director of Community Services

John Riedl
Superintendent, Margaretville Central School (Retired)

April 5, 2021 Agenda

1. Call to Order
2. Self Introductions
3. Review of Committee Mission – Board of Supervisors Chair Bill Federice and County Administrator Steve Wilson
4. Review of proposed Committee Timeline and general items (website, minutes)
5. Review of initial demonstration projects
 - a. Reorganize the Office of the County Administrator and create the Office of Human Resources & Budget
 - b. Human Services Centralization
 - c. Improve Tax Collection Rates & Strengthen the Tax levy system
 - d. Centralize Financial Functions
6. Establishment of Subcommittees
7. Any other business
8. Next Committee Meeting
 - a. Review information request questionnaire for other small upstate Counties
 - b. Identify informational Resources for the committee
 - c. Focused discussion on the Reorganization of the Office of the County Administrator and creation of the Office of Human Resources & Budget
9. Adjournment

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Mission of the Committee:

Find our efficiencies so that County Government can deliver services for less by improving workflows.

To answer the question what can we do differently in Schoharie County to lower the general cost of County Government without laying off employees and continuing critical services. One immediate action and three initial demonstration projects have been identified.

Time Frame:

Review and Recommendation of the proposed first step

- Preliminary Report by May 19, 2021
- Final Report by June 16, 2021
- Final Presentation to the Board of Supervisors by June 18, 2021

Review and Recommendation of the proposed three demonstration projects:

- Preliminary Report by October 13, 2021,
- Final Report by December 15, 2021
- Final presentation to the Board of Supervisors by December 17, 2021.

Tasks can include:

1. Meeting with Department Heads and key staff
2. Outreach to other Counties our size to determine how their structure may be different
3. Review of work done under the State's Shared Services grant program
4. Review of work done by the State Comptroller's Office
5. Compile additional data as may be appropriate
6. Prepare and present interim and final reports