



YATES COUNTY LEGISLATURE  
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Leslie Church  
Chairwoman  
Emilee D. Miller  
Clerk

**GOVERNMENT OPERATION COMMITTEE MINUTES-JANUARY 5, 2026**  
**PAT KILLEN, COMMITTEE CHAIR**

**MEMBERS PRESENT:** Pat Killen, Leigh MacKerchar, Dick Harper, Ed Bronson, Bill Holgate, Nonie Flynn

**MEMBERS ABSENT:**

**OTHERS PRESENT:** George Lawson, Rick Willson, Dan Banach, Doug Paddock, Leslie Church, Terry Button, Jesse Jayne, Sarah Purdy, Jessica Mullins, Emilee Miller, Len Kataskas, Bob Brechko, Colby Petersen, Sandi Bastedo, Tim Groth, Molly Linehan, Kerry Brennan

Committee Chair Killen called the meeting to order at 2:45 p.m.

Killen & Bronson will do the audit this month.

**PUBLIC COMMENT:** None

**HISTORIAN: Len Kataskas**

Mr. Kataskas reviewed/reported on the following topics and the report was accepted as information:

- 2026 Goals
  - First goal is to organize and carry out the celebration of the 250<sup>th</sup> anniversary of American independence
    - Already put together a local committee and had two meetings planning events
    - Given \$15,000 from the State and \$1,000 from the County
  - Second goal is to successfully host the Region 11 Conference of the Association of Public Historians of New York State
  - Third goal is to write an article about a Revolutionary War veteran, John Blair, who's buried in Yates County, at the Pine Corner Cemetery in Rushville, that did additional service for the County following the war
    - Request from the town of Mendon historian, they are writing a book about how Western New York almost became a separate state, and they asked all county historians to submit articles

**ELECTIONS: Robert Brechko & Sheila Burt**

Mr. Brechko & Ms. Burt reviewed/reported on the following topics and the report was accepted as information:

- 2025 Q4 Goal Status
- 2026 Goals
- Issues of significance
  - The Governor passed a few more laws affecting Elections

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- 90 youth attended their first Fairy Night
  - Agriculture
    - Over 90 individual contacts
    - Drew 267 people to their Farm Safety Day
    - 10 events that educated farmers on improving food safety
  - SNAP-Ed
    - Unable to get clear numbers
    - Did hold Fruit and Veggie Prescription Classes and Veggie Van Workshops
      - Provided produce vouchers for the participants so that they could visit the Veggie Van sites and get some free produce after attending classes
  - Natural Resources
    - 48 Episodes of the Invasive Species podcast
    - Held 37 educational events
    - Worked with the school district in Penn Yan, the Community Center, and other nonprofit organizations
    - Huge Earth Day event
      - Brought 39 youths and 33 adults to the program
  - Additional
    - Received a \$7,500 check from Guido Palmer to continue their Science Outreach Program for the homeschool families
      - Plan to add an agricultural component to program

### **IT: Tim Groth & Chad Pierce**

Mr. Groth reviewed/reported on the following topics and the report was accepted as information:

- Help Desk
- I.T. Project Update Summary
  - Laserfiche
    - Almost closed out
    - Finishing up some reports
  - Email and Exchange project work
    - O365 project hasn't kicked off yet
    - Probably around February 1<sup>st</sup>
  - 2nd Floor Server Room relocation project
    - Keeping on the 15<sup>th</sup>
  - Palo Alto Xpanse/ASM Service
    - Continuation
  - Network Access Control project
  - Data Classification project including SaaS migration
    - Data in the cloud

Mr. Killen questioned the Committee to see if the following resolution(s) should proceed to the Legislative Meeting. After discussion/edits, there were no official objections.

- Adoption of Yates County Artificial Intelligence Use Policy
- Authorize Chair to Sign Website Renewal Contract (CivicPlus – Manhattan, KS)
- 2025 Q4 Goal Status

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- 2026 Goals

**COUNTY CLERK: Molly Linehan**

Ms. Linehan reviewed/reported on the following topics and the report was accepted as information:

- Records Management
- DMV
  - Attended online meeting regarding the DRIVE Software
    - Roll out still scheduled for February 13<sup>th</sup>
      - ♦ Closing all DMV offices, state and county offices, at 2:00 p.m.
      - ♦ All phone lines and offices will close down to the public
      - ♦ 6:00 p.m. that Friday the system goes down and they will not be able to utilize that anymore
      - ♦ Will be closed until at least the 17<sup>th</sup> if not longer
    - Coordinated effort press release between all NYS DMVs
- County Clerk's Office
- 2025 Q4 Goal Status
- 2026 Goals
- Financial Reports-Year-to-Date Comparisons

**HUMAN RESOURCES: Kerry Brennan**

Mrs. Brennan reviewed/reported on the following topics and the report was accepted as information:

- Community Giving Update
- Employee Relations Initiatives
- Civil Service Institute Graduates
- Employee Recognition Ceremony
- Blood Drive – January 7 - 9:00 AM – 1:00 PM
- Reminder -Workplace Violence/De-Escalation Training
- 2025 Open Enrollment

Mr. Killen questioned the Committee to see if the following resolution(s) should proceed to the Legislative Meeting. After discussion/edits, there were no official objections.

- Authorize Chair to Sign Contract with ESI Employee Assistance Group for CSEA and Non-Union EAP Services
- December Recruitment and Turnover Report

**COUNTY ADMINISTRATOR: Jessica Mullins**

Mrs. Mullins reviewed/reported on the following topics and the report was accepted as information:

- 2025 Goal Re-Cap
  - Audit Self-Insurance Health Insurance- complete; successful.
  - Track Capital Projects not complete- roll over to 2026.
  - Grant Writer – complete; successful
- 2026 Goals

- **Track County Capital projects over \$1M** to provide visual planning, scheduling, and monitoring of tasks, dependencies, resources, and timelines, ensuring projects stay on track, within budget, and meet goals by offering a clear, at-a-glance view of progress, highlighting the critical path, and enabling proactive risk management for better accountability and stakeholder communication.
- **Complete Non-Union Salary Policy-** creating such a policy for non-union employees is a positive step towards providing clarity, consistency, and improving non-union employee retention and recruitment within Yates County.
- **Create a “How To” County Administrator and a new Department Head binder-** This is a crucial, centralized resource for rapid onboarding, ensuring continuity, minimizing disruption, and boosting new leader confidence by organizing vital info like org charts, budgets, key contacts, goals, procedures, and history, essentially acting as a fast-track guide to running the department successfully from day one. It saves time, prevents knowledge loss, and allows for smoother leadership transitions, helping them "hit the ground running.

**LEGISLATIVE OPERATIONS: Leslie Church**

Chairwoman Church had nothing to report.

**LEGISLATIVE CLERK: Emilee Miller**

Mrs. Miller reviewed/reported on the following topics and the report was accepted as information:

- 2025 Q4 Goal Status
- 2026 Goals

Mr. Killen questioned the Committee to see if the following resolution(s) should proceed to the Legislative Meeting. After discussion/edits, there were no official objections.

- Designate Newspapers (2026)
- Change Date of 2026 October Legislative Meeting
- Adopt Rules of Procedure

Mr. Bronson moved to enter into executive session on the basis of:

1. The employment history of a particular individual(s), attendees being members of the Committee, other legislators present, and the County Administrator.

Seconded by Mr. MacKerchar

VOTE: Unanimous

The meeting was adjourned at 4:05 p.m.

Respectfully submitted,

*Emilee D. Miller*

Emilee Miller  
Yates County Clerk of the Legislature

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