

DRAFT

Summary of Minutes

THE MONROE COUNTY CHARTER REVIEW COMMITTEE

June 4, 2013 at 11:00 a.m.

Monroe County Legislature Chambers – Room 406

County Office Building

39 W. Main Street

Rochester, New York 14614

MEMBERS PRESENT:

Jeffrey R. Adair (Legislature President and Acting Chairman), Debbie Drawe (Legislator – District 9), John Lightfoot (Legislator – District 25), Daniel M. DeLaus, Jr. (Deputy County Executive), John A. DiCaro (Citizen Member), Frederick J. Holbrook (Citizen Member), Jared C. Lusk (Citizen Member)

OTHERS PRESENT:

Merideth Smith (County Attorney), Patrick Pardyjak (Legislature Counsel), Cheryl M. Rozzi (Clerk of the Legislature), Jerry J. Helfer (Assistant County Executive), Bill Napier (Chief of Staff – Republican Majority Office), Steve Tucciarello (Majority Leader – Republican Office), Dennis O'Brien (Minority Office – Dep. Director), Justin Feasal (Director of Monroe County Communications Dept.), Jesse Sleezer (Dep. Dir. Monroe County Communications Dept.)

The meeting commenced at approximately 11:02 a.m. Acting Chairman Jeffrey R. Adair welcomed all of those in attendance and began with the Pledge of Allegiance. He then presented the committee with an overview of what the committee was commissioned to do. He stated that there would be opportunities for public input and outreach that would include the following: setting up an email address system to be able to receive public comments, videotaping the meetings in order to have permanent records, having off-site public forums and using the County's website to disseminate information. He also stated that he anticipated being able to report the committee's progress to the Monroe County Legislature within six months.

County Attorney Merideth Smith discussed the objectives and goals of the Charter Review Committee and highlighted the sections that would be applicable for the committee to review. She also outlined the process for committee members and instructed them on how to conduct their research with the assistance from county department heads, legislative staff as well as Law Department personnel. She proceeded with an overview of the Monroe County Charter Review Committee's existence and the requirements of the Monroe County Charter and Administrative Code.

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Upon completion of the overview, Acting Chairman Adair then called for the Election of Officers as one slate. He then asked the committee for its officers' recommendations. Legislator Drawe MOVED and Committee Member Holbrook SECONDED a Motion to Accept the following slate to be installed as officers:

John A. DiCaro – Chairman

Jeffrey R. Adair – Vice Chairman

Cheryl M. Rozzi – Secretary

A vote was taken and the slate of officers was approved unanimously.

County Attorney Smith provided an historical overview of the Charter and its adoption by the Monroe County Board of Supervisors in 1965. She also discussed the Charter's structure and its operation in county government, and provided a breakdown by number of the various counties in New York State that are governed by Charter.

Upon conclusion, Acting Chairman Adair proceeded to distribute the committee assignments to the membership and noted that each member would be responsible for reviewing and reporting on the content of the specific articles assigned. He also indicated that he based the assignment of articles for each member on the member's interest, current responsibilities and duties, as well as their expertise.

At this point, he stated that the next meeting would be scheduled in August by the newly-appointed Chairman, John DiCaro and the meeting adjourned at 11:35 a.m.

Respectfully Submitted,

Cheryl M. Rozzi