

Monroe County
Clerk of the Legislature

David Grant
Clerk



Frank Keophetlasy
Deputy Clerk

Ian Watkins
2nd Assistant Dep. Clerk

MEMORANDUM

TO: Legislators, Directors, Staff and Media
FROM: David Grant, Clerk of the Legislature
DATE: December 7, 2022
RE: Matters of Importance – File Nos. 22-0430 – 22-0431

Matters of Importance:

- 22-0430 - **Acceptance of Grant from New York State Board of Elections for Absentee Ballot Pre-Paid Postage** – As a Matter of Importance – County Executive Adam J. Bello
- 22-0431 - **Amend Resolution 118 of 2011, as Amended by Resolution 226 of 2018, to Extend the Contract with Health Economics Group, Inc. for Third Party Administration of Monroe County's Flexible Spending Account Benefit, Qualified Pre-Tax Parking Program and Health Reimbursement Accounts** – As a Matter of Importance – County Executive Adam J. Bello

These referrals were not made to committee at the preceding meeting of the Legislature on November 15, 2022, but have been determined by Sabrina LaMar, President of the Legislature, to be of sufficient importance to warrant referral between Legislative meetings, pursuant to Section 545-24 (C) of the Rules of the Monroe County Legislature.

Attachments



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

December 7, 2022

OFFICIAL FILE COPY	
No.	<u>220430</u>
Not to be removed from the Office of the Legislature Of Monroe County	
Committee Assignment	
WAYS & MEANS	-L

To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Acceptance of Grant from New York State Board of Elections for Absentee Ballot Pre-Paid Postage

Honorable Legislators:

This matter is being referred to Your Honorable Body at the request of Monroe County Board of Elections Commissioners Jackie Ortiz and Lisa Nicolay.

I recommend that Your Honorable Body accept a grant from the New York State Board of Elections in the amount of \$143,160.53 for the cost of pre-paid postage associated with absentee ballots for elections for the period of July 1, 2022 through December 31, 2022.

In April of 2022 the New York State Legislature amended the Election Law to require that each board of elections in the State provide a domestic postage paid return envelope with each absentee ballot mailed to a voter and offer a domestic postage paid return envelope to each voter appearing in person at a board of elections that requests an absentee ballot. This grant is intended to reimburse the Monroe County Board of Elections for the costs of the new pre-paid postage requirement. This is the first time the County has received this grant.

The specific legislative actions required are:

1. Authorize the County Executive, or his designee, to accept a \$143,160.53 grant from, and to execute a contract and any amendments thereto with, the New York State Board of Elections for the cost of pre-paid postage associated with absentee ballots for elections for the period July 1, 2022 through December 31, 2022.
2. Authorize the County Executive to appropriate any subsequent years of the grant award in accordance with the grant terms, to reappropriate any unencumbered balances during the grant period according to the grantor requirements, and to make any necessary funding modifications within the grant guidelines to meet contractual requirements.

3. Should funding of this program be modified or terminated for any reason, the County Executive is hereby authorized to terminate or modify the program and, where applicable, to terminate or abolish some or all positions funding under such program. Any termination or abolishment of positions shall be in accordance with the New York State Civil Service Law and, where applicable, the terms of any labor agreement affecting such positions.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c)(26) ("routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment") and is not subject to further review under the State Environmental Quality Review Act.

This grant is 100% funded by the New York State Board of Elections. No additional net County support is required in the current Monroe County Budget.

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

December 7, 2022

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No. <u>220431</u>
Not to be removed from the Office of the Legislature Of Monroe County
Committee Assignment
WAYS & MEANS -L

To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Amend Resolution 118 of 2011, as amended by Resolution 226 of 2018, to Extend the Contract with Health Economics Group, Inc. for Third Party Administration of Monroe County's Flexible Spending Account Benefit, Qualified Pre-Tax Parking Program and Health Reimbursement Accounts

Honorable Legislators:

I recommend that Your Honorable Body amend Resolution 118 of 2011, as amended by Resolution 226 of 2018, to extend the contract with Health Economics Group, Inc. ("HEG") to act as the Third Party Administrator of Monroe County's Flexible Spending Account Benefit, Qualified Pre-Tax Parking Program and Health Reimbursement Accounts for an additional one (1) year period from January 1, 2023 through December 31, 2023 in an amount not to exceed \$135,000.

Health Economics Group, Inc. receives, reviews, approves, and processes claims, and disburses claim payments to employees participating in the County's voluntary Flexible Spending Account plans, including Medical/Dental Flexible Spending, Dependent Care Accounts, and Pre-Tax Parking accounts. Additionally HEG reviews, approves, and processes claims for the Retiree Health Reimbursement Account plan for post Medicare County retirees.

The specific legislative action required is to amend Resolution 118 of 2011, as amended by Resolution 226 of 2018, to extend the contract with Health Economics Group, Inc. to act as the Third Party Administrator of the County's Flexible Spending Account Benefit, Qualified Pre-Tax Parking Program and Health Reimbursement Accounts, for an additional one (1) year period from January 1, 2023 through December 31, 2023 in an amount not to exceed \$135,000.

This action is a Type II Action pursuant to 6 NYCRR §617.5(c)(26) (“Routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”) and is not subject to further review under the State Environmental Quality Review Act.

Funding for this contract is included in the proposed 2023 operating budget of the Finance Department, general fund 9001, funds center 1209020000, Unallocated County General, and will be requested in future years budgets. No additional net County support is required in the current Monroe County budget.

I recommend that this matter be referred to the appropriate committee(s) for a favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive

AJB:db