

# **County of Albany**

Harold L. Joyce  
Albany County Office Building  
112 State Street - Albany, NY 12207



## **Meeting Agenda**

**Wednesday, November 20, 2024**

**6:30 PM**

**Harold L. Joyce Albany County Office Building  
Cahill Room - First Floor**

**Rules Review and Legislative Modernization Committee**

**PREVIOUS BUSINESS:**

1. APPROVING PREVIOUS MEETING MINUTES
2. REQUIRING PROGRAMMATIC INFORMATION IN REQUESTS FOR LEGISLATIVE ACTION AND CODIFYING EXISTING PRACTICES
3. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "N" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED
4. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "R" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT
5. LOCAL LAW NO. "N" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED
6. LOCAL LAW NO. "R" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT

**CURRENT BUSINESS:**

7. AMENDING THE ALBANY COUNTY LEGISLATIVE RULES OF ORDER

# County of Albany

*Harold L. Joyce*  
*Albany County Office Building*  
*112 State Street - Albany, NY 12207*



## Meeting Minutes

**Wednesday, September 25, 2024**

**6:30 PM**

**Harold L. Joyce Albany County Office Building**  
**Cahill Room - First Floor**

**Rules Review and Legislative Modernization Committee**

**PREVIOUS BUSINESS:**

**Present:** Victoria Plotsky, Wanda F. Willingham, Jeffrey D. Kuhn, Susan C. Laurilliard, Lynne Lekakis, David B. Mayo, Frank A. Mauriello and Susan Pedo

**Excused:** Mark E. Grimm

**1. APPROVING PREVIOUS MEETING MINUTES**

A motion was made that the previous meeting minutes be approved. The motion carried by a unanimous vote.

**2. REQUIRING PROGRAMMATIC INFORMATION IN REQUESTS FOR LEGISLATIVE ACTION AND CODIFYING EXISTING PRACTICES**

This proposal was tabled at the request of the Sponsor.

**CURRENT BUSINESS:**

**3. AMENDING THE ALBANY COUNTY LEGISLATIVE RULES OF ORDER RELATED TO PUBLIC COMMENT PERIODS AND PUBLIC HEARINGS**

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

**4. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "N" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED**

This proposal was tabled at the request of the Sponsor.

**5. LOCAL LAW NO. "N" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED**

This Local Law was tabled at the request of the Sponsor.

# County of Albany

*Harold L. Joyce*  
*Albany County Office Building*  
*112 State Street - Albany, NY 12207*



## Meeting Minutes

**Wednesday, October 30, 2024**

**6:30 PM**

**Harold L. Joyce Albany County Office Building**  
**Cahill Room - First Floor**

**Rules Review and Legislative Modernization Committee**

**PREVIOUS BUSINESS:**

1. APPROVING PREVIOUS MEETING MINUTES
2. REQUIRING PROGRAMMATIC INFORMATION IN REQUESTS FOR LEGISLATIVE ACTION AND CODIFYING EXISTING PRACTICES
3. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "N" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED
4. LOCAL LAW NO. "N" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED

**CURRENT BUSINESS:**

5. AMENDING THE RULES AND REGULATIONS FOR ALBANY COUNTY EMPLOYEES
6. PUBLIC HEARING ON PROPOSED LOCAL LAW NO. "R" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT
7. LOCAL LAW NO. "R" FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT

**RESOLUTION NO. 311**

**REQUIRING PROGRAMMATIC INFORMATION IN REQUESTS FOR LEGISLATIVE ACTION AND CODIFYING EXISTING PRACTICES**

Introduced: 5/13/24

By: Conway, Burgdorf, Collins, Drake, Grimm, Lockart, Mauriello, Perlee, Whalen

WHEREAS, The Albany County Legislature is responsible for the approval of Albany County's contracting and procurement above a \$100,000 threshold; and

WHEREAS, In the course of its business, the Legislature considers many different contracts which relate to the direct provision of services to individuals, with services covering a wide range of areas including provision of warm shelter to the homeless, rehabilitation, workforce training, and many other types of programs; and

WHEREAS, In order to fully consider the impact of aforementioned programming, as well as the fitness of existing contractors to continue to provide those programs, County Legislators must often ask many additional questions in committee meetings in order to establish a basic framework for the operation and scope of the programs; and

WHEREAS, The aforementioned programmatic legislative items are submitted to the Legislature as "Requests for Legislative Action" from the executive branch of Albany County's government; and

WHEREAS, Requests for Legislative Action are not presently codified within the Legislature's Rules of Order or in the Albany County Charter, instead existing as convention reliant on the directive of the sitting County Executive; and

WHEREAS, Best practices suggest a basic codification of the form of Requests for Legislative Action would ensure the efficient consideration and passage of these items beyond the terms of existing officials; and

WHEREAS, Requests for Legislative Action should include additional detail regarding the efficacy and scope of direct service programs in order to allow legislators to consider the whole effect of a proposal prior to committee meetings, now, therefore be it

RESOLVED, By the Albany County Legislature, that Rule 11 of the Legislative Rules of Order shall be amended to read as follows:

**RULE 11 - LEGISLATION PROCEDURE**

Each resolution shall be consecutively numbered and the title shall state concisely the subject matter thereof. All resolutions and local laws which are to be presented to the Legislature for its consideration shall be delivered to the office of the Clerk of the Legislature, County Attorney and Majority and Minority Counsels, by 12:00 noon on the second Wednesday preceding the date of the organizational meeting, annual meeting or each regular monthly meeting of the Legislature, and by 12:00 noon two (2) business days prior to any special meeting that may be called. Any proposal submitted by the County Executive or any department, agency, office, or any other part of the executive branch, or by any other countywide elected official, shall include a cover letter and form detailing the following information, if applicable:

1. Purpose of request and/or type of contract;
2. Budgetary impact, including the amount increased or decreased in a specific budget line, any applicable bond resolutions, as well as a description of the source of funding divided by Federal, State, County, and Local shares;
3. Whether the requested action is required by mandate, and, if so, by what authority;
4. Previous legislative history, including similar items;
5. Term of contract;
6. Potential impact on pending litigation;
7. For programs, including contracted programs, providing direct services, products or other benefits to county residents: the number of persons to be served; the number of persons served in prior years (if applicable); and, if measured, quantifiable benefits to those benefiting from the program/service/products; and
8. Justification in support of the requested action.

These proposals shall be known as a Request for Legislative Action (“RLA”). The Clerk may reject any RLA that does not include the submissions required under this Rule. The Clerk shall include all such resolutions and proposed local laws in the agenda to be distributed as herein set forth and make available to each legislator such agenda by 4:00 p.m. on the Tuesday preceding such meetings, exclusive of special meetings. The Clerk shall make the agenda for special meetings available one business day prior to the special meeting. Resolutions and local laws not contained in the printed agenda, but which require immediate attention, may be introduced with the consent of the majority of the Legislature with copies provided to members of the Legislature, the County Attorney, Majority and Minority Counsels and the Clerk of the Legislature prior to the start of the Legislative meeting at which the proposed Rule 11 is being offered. Legislation offered under Rule 11 should be of the



type where timely passage is of the essence, and legislation offered under lesser circumstances may not be allowed.

Each resolution shall be numbered in consecutive order beginning with number one each year. A resolution shall retain its number throughout the legislative process. However, if a resolution is amended, the letter A for the first time amended, the letter B for the second time amended, and so on shall be added to the resolution number to signify each amendment(s).

Each local law shall be assigned a letter for introduction purposes in consecutive order beginning with the letter A each year. Once duly adopted, a local law shall be assigned a number and numbered in consecutive order starting with the number one beginning with the first local law adopted each year.

Each resolution or local law shall have a title which shall concisely state the subject matter thereof.

Resolutions and local laws not contained in the printed agenda may only be introduced after all other printed agenda items have been addressed, and only with the consent of the majority of the Legislature, and only if complete copies thereof are provided to each member, the County Attorney, Majority and Minority Counsels and the Legislative Clerk prior to the introduction of said proposed Legislation.

and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

## LOCAL LAW NO. N FOR 2024

### A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED

Introduced: 9/9/24

By Cunningham and Willingham:

PURSUANT TO SECTIONS 10 AND 33 OF THE MUNICIPAL HOME RULE LAW, COUNTY LAW SECTION 400 AND SECTION 2702 OF THE ALBANY COUNTY CHARTER:

Be it enacted by the Legislature of the County of Albany as follows:

#### **SECTION I. Legislative Intent:**

In 2012, a Charter Review Commission was formed by this Honorable Body to determine what, if any, changes could be made to the then decade's old charter. The Commission met routinely over the course of a year and published recommended changes to the Charter, many of which sought to streamline processes or modernize the County's operations. To date, many of the proposed changes have been adopted, but a various substantive changes have evaded adoption. One major proposal by the Charter Review Commission was to replace the County's four, part-time Coroners with a single full-time Medical Examiner. This change would modernize death investigations in the County, a change that many other counties have adopted over the years.

A second major proposal from the Charter Review Commission is to expand the governance of the Board of Contract Administration. The Board's authority was established in 1993, and provided oversight of contracts less than \$100,000. The Charter Review Commission suggested increasing that amount based on inflation, which would have been \$155,000 at the time of the Charter Review Commission's proposal. Today, that amount, adjusted for inflation, is approximately \$215,000. The recommendation of the Charter Review Commission should be adopted to reflect the fact that the Board of Contract Administration is operating in 2024, and not 1993.

Finally, part of the recommendations of the Charter Review Commission was to incorporate various departments into the Charter, departments that were absent (or not yet in existence) in the original document. These proposed changes do just that, with the Division of Information Services and the newly retitled Department of Parks and Recreation.

#### **SECTION II. Article 5 of the Albany County Charter is hereby amended to create the following sections:**

Section 504: Information Services.

There shall be within the Department of Management and Budget an independent Division of Information Services headed by a Chief Information Officer. The Chief Information Officer shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Chief Information Officer and staff shall be charged with providing information, technology and computer systems services in support of the county's departments and administrative units. The Chief Information Officer shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

**SECTION III. Article 13 of the Albany County Charter is hereby amended as follows:**

Section 1301: Board of Contract Administration; powers and duties.

For the purpose of simplifying, clarifying and centralizing the approval process for contracts, there is hereby established a Board of Contract Administration. The Board shall be composed of the County Executive, the Chairperson of the County Legislature and the County Clerk. The Board of Contract Administration is empowered to approve contracts for execution by the County Executive in amounts of not less than twenty thousand dollars (\$20,000), and, not more than [one] two hundred fifteen thousand dollars (\$[100]215,000), or such higher amount as may be established by local law. The Board shall report [periodically] quarterly to the County Legislature, detailing the contracts approved by it.

Section 1302: Other contract approvals.

The County Executive shall be empowered to approve and execute contracts in an amount less than twenty thousand dollars (\$20,000). The County Legislature shall be empowered to approve contracts for execution by the County Executive in amounts over [one] two hundred fifteen thousand dollars (\$[100]215,000), in addition to those mentioned in Section 204(m) of this Charter. The County Executive shall not, through change orders, amendments, renewals, or any other method or device, exceed such twenty thousand dollar (\$20,000) limit with respect to any vendor or subject matter, without approval of the County Legislature.

Section 1303: Annual Adjusted Amount

The dollar amounts set forth above in sections 1301 and 1302 of this Article shall be adjusted annually on the first day of January each year by the Consumer Price Index ("CPI") to keep pace with inflation. The County's Department of Management and Budget shall sue the annual CPI data for adjustment. The annual adjusted dollar amount shall be provided to the Clerk of the Legislature by the Commissioner of Management and Budget upon it being determined.

**SECTION IV. Article 19 of the Albany County Charter is hereby repealed entirely.**

Article 9: Department of Health is hereby amended by adding the following subsections:

Section 905: Office of Medical Examiner; Appointment; Qualifications

- (a) There shall be an Office of Medical Examiner, a division of the Albany County Department of Health. The Office shall be headed by a Chief Medical Examiner who shall be appointed by the County Executive for a six-year term, subject to confirmation by the County Legislature. At the time of their appointment, and throughout their appointment, the Medical Examiner shall be and remain duly licensed and entitled to practice medicine in the State of New York and shall have an expertise in forensic pathology and such other qualifications for the responsibilities of the Office as determined by the Commissioner of Health. Notwithstanding the provisions of Public Officer's Law Section 38 and County Law Section 400, if the Office of Chief Medical Examiner becomes vacant other than by expiration of term, the vacancy shall be filled by appointment by the County Executive for a five-year term, subject to confirmation by the County Legislature.
- (b) The Chief Medical Examiner, within the appropriations made therefor, shall appoint a Chief Deputy Medical Examiner, who shall also be a physician licensed to practice medicine in the State of New York. In addition to such other duties as may be assigned by the Chief Medical Examiner, the Chief Deputy Medical Examiner shall possess the powers and perform the duties of the Medical Examiner during his absence or inability to act.
- (c) The Chief Medical Examiner, within the appropriations made therefor, may, in conformity with the rules and regulations applicable to the civil service, appoint such forensic investigators and deputy medical examiners as may be authorized by the County Legislature. Forensic investigators and deputy medical examiners shall assist the Chief Medical Examiner in the conduct of investigations and the discharge of his other duties and responsibilities; shall conduct tests and examinations and furnish forensic, medical, investigative and technical services; and shall possess such qualifications and perform such other duties as may be determined by the Chief Medical Examiner.

**SECTION VI. Article 20 of the Albany County Charter is hereby repealed entirely and replaced as follows:**

Article 20: Parks and Recreation.

There shall be a Parks and Recreation Department which shall be responsible for providing recreation programs and opportunities for the Albany County community that develops fundamental social, emotional, physical, and cognitive skills that promote a higher quality of life. The department head shall be the Commissioner of Parks and Recreation. The Commissioner of Parks and Recreation shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County

Executive. The Commissioner of Parks and Recreation shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

#### **SECTION VII. SEQRA Compliance**

This County Legislature determines that this local law constitutes a “Type II action” pursuant to the provisions of the State Environmental Quality Review Act (SEQRA), and that no further action under SEQRA is required

#### **SECTION VIII. Effective Date.**

This Local Law shall take effect immediately upon filing in the office of the Secretary of State if it is approved by a affirmative vote of the qualified electors of the County of Albany voting upon a proposition for its approval at the next general election in conformity with the provisions of Section 34 of the New York Municipal Home Rule Law and Section 2702 of the Albany County Charter.

*Referred to Law and Review and Legislative Modernization Committees –  
9/9/24*

**RESOLUTION NO. 576**

**PUBLIC HEARING ON PROPOSED LOCAL LAW NO. “N” FOR 2024 A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED**

Introduced: 9/9/24  
By Cunningham:

RESOLVED, By the County Legislature of the County of Albany that a public hearing on proposed Local Law No. “N” for 2024, “A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED” to be held by the Albany County Legislature at 7:15 p.m. on Tuesday, October 29, 2024, with participation information to be made available on the Albany County website, and the Clerk of the County Legislature is directed to cause notice of such hearing to be published containing the necessary information in accordance with the applicable provisions of law.

*Referred to Law and Rules Review and Legislative Modernization Committees  
– 9/9/24*

**RESOLUTION NO. 634**

**PUBLIC HEARING ON PROPOSED LOCAL LAW NO. “R” FOR 2024: A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT**

Introduced: 10/15/24

By Cunningham:

RESOLVED, By the County Legislature of the County of Albany that a public hearing on proposed Local Law No. “R” for 2024, “A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT” to be held by the Albany County Legislature at 7:15 p.m. on Tuesday, November 19, 2024, with participation information to be made available on the Albany County website, and the Clerk of the County Legislature is directed to cause notice of such hearing to be published containing the necessary information in accordance with the applicable provisions of law.

**LOCAL LAW NO. "R" FOR 2024**

**A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT**

Introduced: 10/15/24

By Cunningham, Willingham and Lekakis:

PURSUANT TO SECTIONS 10 AND 33 OF THE MUNICIPAL HOME RULE LAW, COUNTY LAW SECTION 400 AND SECTION 2702 OF THE ALBANY COUNTY CHARTER:

Be it enacted by the Legislature of the County of Albany as follows:

**SECTION I. Legislative Intent:**

In 2012, a Charter Review Commission was formed by this Honorable Body to determine what, if any, changes could be made to the then decade's old charter. The Commission met routinely over the course of a year and published recommended changes to the Charter, many of which sought to streamline processes or modernize the County's operations. To date, many of the proposed changes have been adopted, including provisions which recognize departments that have come into existence since the former Charter, but more departments have come into existence, needing the same attention. These proposed changes do just that, with the Division of Information Services, Veterans Services Bureau and the newly retitled Department of Parks and Recreation,

**SECTION II. Article 5 of the Albany County Charter is hereby amended to create the following sections:**

Section 504: Information Services.

There shall be within the Department of Management and Budget an independent Division of Information Services headed by a Chief Information Officer. The Chief Information Officer shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Chief Information Officer and staff shall be charged with providing information, technology and computer systems services in support of the county's departments and administrative units. The Chief Information Officer shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

**SECTION III. Article 20 of the Albany County Charter is hereby repealed entirely and replaced as follows:**



## Article 20: Parks and Recreation.

There shall be a Parks and Recreation Department which shall be responsible for providing recreation programs and opportunities for the Albany County community that develops fundamental social, emotional, physical, and cognitive skills that promote a higher quality of life. The department head shall be the Commissioner of Parks and Recreation. The Commissioner of Parks and Recreation shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Commissioner of Parks and Recreation shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

### **SECTION IV. Article 25 of the Albany County Charter is hereby amended as follows:**

#### Section 2501: Veterans Service Bureau.

There shall be a Veterans Service Bureau headed by a Director of Veterans Services. The Director of Veterans Services shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Director of Veterans Service shall be charged with providing information and services to veterans living in Albany County, assisting veterans and their dependents in filing claims, obtaining important documents, and determining eligibility for the benefits and services they have a legal right to. The Director of Veterans Services shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

### **SECTION V. SEQRA Compliance**

This County Legislature determines that this local law constitutes a “Type II action” pursuant to the provisions of the State Environmental Quality Review Act (SEQRA), and that no further action under SEQRA is required.

### **SECTION VI. Effective Date.**

This Local Law is adopted subject to permissive referendum pursuant to Section 24 of the New York State Municipal Home Rule Law.

## LOCAL LAW NO. N FOR 2024

### A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED

Introduced: 9/9/24

By Cunningham and Willingham:

PURSUANT TO SECTIONS 10 AND 33 OF THE MUNICIPAL HOME RULE LAW, COUNTY LAW SECTION 400 AND SECTION 2702 OF THE ALBANY COUNTY CHARTER:

Be it enacted by the Legislature of the County of Albany as follows:

#### **SECTION I. Legislative Intent:**

In 2012, a Charter Review Commission was formed by this Honorable Body to determine what, if any, changes could be made to the then decade's old charter. The Commission met routinely over the course of a year and published recommended changes to the Charter, many of which sought to streamline processes or modernize the County's operations. To date, many of the proposed changes have been adopted, but a various substantive changes have evaded adoption. One major proposal by the Charter Review Commission was to replace the County's four, part-time Coroners with a single full-time Medical Examiner. This change would modernize death investigations in the County, a change that many other counties have adopted over the years.

A second major proposal from the Charter Review Commission is to expand the governance of the Board of Contract Administration. The Board's authority was established in 1993, and provided oversight of contracts less than \$100,000. The Charter Review Commission suggested increasing that amount based on inflation, which would have been \$155,000 at the time of the Charter Review Commission's proposal. Today, that amount, adjusted for inflation, is approximately \$215,000. The recommendation of the Charter Review Commission should be adopted to reflect the fact that the Board of Contract Administration is operating in 2024, and not 1993.

Finally, part of the recommendations of the Charter Review Commission was to incorporate various departments into the Charter, departments that were absent (or not yet in existence) in the original document. These proposed changes do just that, with the Division of Information Services and the newly retitled Department of Parks and Recreation.

#### **SECTION II. Article 5 of the Albany County Charter is hereby amended to create the following sections:**

Section 504: Information Services.

There shall be within the Department of Management and Budget an independent Division of Information Services headed by a Chief Information Officer. The Chief Information Officer shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Chief Information Officer and staff shall be charged with providing information, technology and computer systems services in support of the county's departments and administrative units. The Chief Information Officer shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

**SECTION III. Article 13 of the Albany County Charter is hereby amended as follows:**

Section 1301: Board of Contract Administration; powers and duties.

For the purpose of simplifying, clarifying and centralizing the approval process for contracts, there is hereby established a Board of Contract Administration. The Board shall be composed of the County Executive, the Chairperson of the County Legislature and the County Clerk. The Board of Contract Administration is empowered to approve contracts for execution by the County Executive in amounts of not less than twenty thousand dollars (\$20,000), and, not more than [one] two hundred fifteen thousand dollars (\$[100]215,000), or such higher amount as may be established by local law. The Board shall report [periodically] quarterly to the County Legislature, detailing the contracts approved by it.

Section 1302: Other contract approvals.

The County Executive shall be empowered to approve and execute contracts in an amount less than twenty thousand dollars (\$20,000). The County Legislature shall be empowered to approve contracts for execution by the County Executive in amounts over [one] two hundred fifteen thousand dollars (\$[100]215,000), in addition to those mentioned in Section 204(m) of this Charter. The County Executive shall not, through change orders, amendments, renewals, or any other method or device, exceed such twenty thousand dollar (\$20,000) limit with respect to any vendor or subject matter, without approval of the County Legislature.

Section 1303: Annual Adjusted Amount

The dollar amounts set forth above in sections 1301 and 1302 of this Article shall be adjusted annually on the first day of January each year by the Consumer Price Index ("CPI") to keep pace with inflation. The County's Department of Management and Budget shall sue the annual CPI data for adjustment. The annual adjusted dollar amount shall be provided to the Clerk of the Legislature by the Commissioner of Management and Budget upon it being determined.

**SECTION IV. Article 19 of the Albany County Charter is hereby repealed entirely.**

Article 9: Department of Health is hereby amended by adding the following subsections:

Section 905: Office of Medical Examiner; Appointment; Qualifications

- (a) There shall be an Office of Medical Examiner, a division of the Albany County Department of Health. The Office shall be headed by a Chief Medical Examiner who shall be appointed by the County Executive for a six-year term, subject to confirmation by the County Legislature. At the time of their appointment, and throughout their appointment, the Medical Examiner shall be and remain duly licensed and entitled to practice medicine in the State of New York and shall have an expertise in forensic pathology and such other qualifications for the responsibilities of the Office as determined by the Commissioner of Health. Notwithstanding the provisions of Public Officer's Law Section 38 and County Law Section 400, if the Office of Chief Medical Examiner becomes vacant other than by expiration of term, the vacancy shall be filled by appointment by the County Executive for a five-year term, subject to confirmation by the County Legislature.
- (b) The Chief Medical Examiner, within the appropriations made therefor, shall appoint a Chief Deputy Medical Examiner, who shall also be a physician licensed to practice medicine in the State of New York. In addition to such other duties as may be assigned by the Chief Medical Examiner, the Chief Deputy Medical Examiner shall possess the powers and perform the duties of the Medical Examiner during his absence or inability to act.
- (c) The Chief Medical Examiner, within the appropriations made therefor, may, in conformity with the rules and regulations applicable to the civil service, appoint such forensic investigators and deputy medical examiners as may be authorized by the County Legislature. Forensic investigators and deputy medical examiners shall assist the Chief Medical Examiner in the conduct of investigations and the discharge of his other duties and responsibilities; shall conduct tests and examinations and furnish forensic, medical, investigative and technical services; and shall possess such qualifications and perform such other duties as may be determined by the Chief Medical Examiner.

**SECTION VI. Article 20 of the Albany County Charter is hereby repealed entirely and replaced as follows:**

Article 20: Parks and Recreation.

There shall be a Parks and Recreation Department which shall be responsible for providing recreation programs and opportunities for the Albany County community that develops fundamental social, emotional, physical, and cognitive skills that promote a higher quality of life. The department head shall be the Commissioner of Parks and Recreation. The Commissioner of Parks and Recreation shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County

Executive. The Commissioner of Parks and Recreation shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

#### **SECTION VII. SEQRA Compliance**

This County Legislature determines that this local law constitutes a “Type II action” pursuant to the provisions of the State Environmental Quality Review Act (SEQRA), and that no further action under SEQRA is required

#### **SECTION VIII. Effective Date.**

This Local Law shall take effect immediately upon filing in the office of the Secretary of State if it is approved by a affirmative vote of the qualified electors of the County of Albany voting upon a proposition for its approval at the next general election in conformity with the provisions of Section 34 of the New York Municipal Home Rule Law and Section 2702 of the Albany County Charter.

*Referred to Law and Rules Review and Legislative Modernization Committees –  
9/9/24*

**LOCAL LAW NO. "R" FOR 2024**

**A LOCAL LAW OF THE COUNTY OF ALBANY, NEW YORK, AMENDING THE ALBANY COUNTY CHARTER AND LOCAL LAW NO. 8 FOR 1993 AS AMENDED TO INCORPORATE CERTAIN UNITS OF COUNTY GOVERNMENT**

Introduced: 10/15/24

By Cunningham, Willingham and Lekakis:

PURSUANT TO SECTIONS 10 AND 33 OF THE MUNICIPAL HOME RULE LAW, COUNTY LAW SECTION 400 AND SECTION 2702 OF THE ALBANY COUNTY CHARTER:

Be it enacted by the Legislature of the County of Albany as follows:

**SECTION I. Legislative Intent:**

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**SECTION II. Article 5 of the Albany County Charter is hereby amended to create the following sections:**

Section 504: Information Services.

There shall be within the Department of Management and Budget an independent Division of Information Services headed by a Chief Information Officer. The Chief Information Officer shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Chief Information Officer and staff shall be charged with providing information, technology and computer systems services in support of the county's departments and administrative units. The Chief Information Officer shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

**SECTION III. Article 20 of the Albany County Charter is hereby repealed entirely and replaced as follows:**

## Article 20: Parks and Recreation.

There shall be a Parks and Recreation Department which shall be responsible for providing recreation programs and opportunities for the Albany County community that develops fundamental social, emotional, physical, and cognitive skills that promote a higher quality of life. The department head shall be the Commissioner of Parks and Recreation. The Commissioner of Parks and Recreation shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Commissioner of Parks and Recreation shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

### **SECTION IV. Article 25 of the Albany County Charter is hereby amended as follows:**

#### Section 2501: Veterans Service Bureau.

There shall be a Veterans Service Bureau headed by a Director of Veterans Services. The Director of Veterans Services shall be appointed by the County Executive, subject to confirmation by the County Legislature as provided in Section 302(c) of this Charter, and serve at the pleasure of the County Executive. The Director of Veterans Service shall be charged with providing information and services to veterans living in Albany County, assisting veterans and their dependents in filing claims, obtaining important documents, and determining eligibility for the benefits and services they have a legal right to. The Director of Veterans Services shall perform such other and related duties as shall be required or delegated to her by the County Executive or the County Legislature.

### **SECTION V. SEQRA Compliance**

This County Legislature determines that this local law constitutes a “Type II action” pursuant to the provisions of the State Environmental Quality Review Act (SEQRA), and that no further action under SEQRA is required.

### **SECTION VI. Effective Date.**

This Local Law is adopted subject to permissive referendum pursuant to Section 24 of the New York State Municipal Home Rule Law.

**RESOLUTION NO. 751**

**AMENDING THE ALBANY COUNTY LEGISLATIVE RULES OF ORDER**

Introduced: 11/12/24

By Cunningham and Feeney:

WHEREAS, Rule 21 of the Albany County Legislative Rules of Order establishes the Standing Committees that meet from month to month to review and approve legislation before this body, and

WHEREAS, The Committee on Mass Transit has largely focused on the Albany International Airport and transportation related issues, and

WHEREAS, The County could be better served if the Mass Transit Committee had a broader focus on interconnectivity between our modes of transportation, including pedestrian, vehicle, public transit and cycling, now, therefore, be it

RESOLVED, That Rule 21 of the Albany County Legislative Rules of Order be amended to read as follows:

[Mass Transit] Multimodal Transit and Pedestrian Access Committee

- a. Airport Authority
- b. Albany County Rail Trail
- c. Traffic Safety Board

Duties: All matters pertaining generally to the Airport Authority, Albany County Rail Trail and transit oriented development [mass transit] in the County. The Committee shall review items related to the promotion of public transportation, walkability of communities, and ensuring development provides accessibility for all with adherence to the Americans with Disabilities Act [with Director of the Airport, the Traffic Safety Board and all County agencies involved in transportation shall report to the standing committee on Mass Transit].

and, be it further

RESOLVED, that the Clerk of the Legislature forward a certified copy of this resolution to the Chairman of the Legislature and the appropriate County Officials.

*Referred to Review and Legislative Modernization Committee – 11/12/24*