



Tioga County Legislative Worksession Minutes **January 23, 2020 – 10:00 a.m.**

Legislators Present:

Legislator Balliet
Legislator Hollenbeck
Legislator Monell
Legislator Mullen
Legislator Roberts
Chair/Legislator Sauerbrey
Legislator Standinger
Legislator Sullivan
Legislator Weston

Legislators Absent:

None

Guests:

None

Staff Present:

County Attorney Peter DeWind
Legislative Clerk Cathy Haskell
Deputy Legislative Clerk Cheryl Heffernan
Chief Accountant/Budget Officer Rita Hollenbeck
Personnel Officer Bethany O'Rourke
Benefits Manager Amy Poff (*departed at 10:10 a.m.*)
County Planning Director Elaine Jardine (*departed at 10:35 a.m.*)
Agricultural Development Specialist Megan Griffiths (*departed at 10:35 a.m.*)

Call Meeting to Order –

Chair Sauerbrey called the meeting to order at 10:02 a.m.

Second Special Legislative Meeting –

Chair Sauerbrey called the Second Special Legislature Meeting of 2020 to order at 10:02 a.m. for Legislature consideration of the following resolutions:

- **Transfer General Operating Funds to Capital Fund and Fund the Capital Land, Equipment, and Infrastructure Reserve**
- **Authorize Contract with OneGroup**



Special Meeting adjourned at 10:09 a.m. with regular worksession immediately following.

Change in Positions – District Attorney’s Office

Due to unforeseen circumstances, Chair Sauerbrey tabled this agenda item for the February 6, 2020 worksession.

2020 Census Presentation -

Chair Sauerbrey welcomed County Planning Director, Elaine Jardine.

County Planning Director Jardine did a PowerPoint presentation on the decennial census and its significance to Tioga County. Ms. Jardine reported the decennial census counts everyone living and sleeping in the United States regardless of citizenship as of April 1, 2020. According to Cornell Population and Demographics Division statistics, Ms. Jardine reported Tioga County’s population is expected to go under 50,000 in the 2020 Census, which brings the County back to pre-1980 population. In 2040, Ms. Jardine reported the expected population is pre-1965 population hence indicating the County’s population continues to decrease.

Personnel Officer O’Rourke inquired if 50,000 population is a significant number to Tioga County. Ms. Jardine explained that it is a perceived threshold and going below a certain amount indicates population decline, which results in less State/Federal Aid.

- **Reapportionment of Political Power:** The main reason the government takes the census population count is for reapportionment. This year, Ms. Jardine reported if New York State has an undercount of just 62,000, the loss of two representatives is projected. Ms. Jardine reported the loss of one United States Congressman is already known. Ms. Jardine reported this has a trickle-down effect to the rest of the State Government including Assemblymen, Legislators, and voting districts.

Legislator Weston inquired as to whether the boundaries have to be within 10% of one another and Ms. Jardine concurred this is correct. Ms. Jardine reported she anticipates legislative district boundaries will change, which will also affect voting district changes, but will not change the number of Legislators.

Legislator Weston further inquired as to whether the Census Bureau uses the past ten years as the number for determining reapportionment or redistricting. Ms. Jardine reported they solely use the complete count for that given year.

- **Dollar Power:** Ms. Jardine reported nationwide the Federal funding equates to approximately \$675 billion and approximately \$73 billion for New York State.



Ms. Jardine reported allocation of Federal funding impacts Tioga County at every level. For example, Ms. Jardine reported impacts would occur within NYS Social Services, which affects County Medicaid and Medicaid reimbursement, NYS DOT, and Binghamton Metropolitan Transportation Study (BMTS). Ms. Jardine reported BMTS is the County’s regional planning organization that funnels the Federal transportation money to the County for maintenance and repair of highways and bridges. Other areas of Federal funding impacts include State Education Department, local school districts, Public Health, local emergency services, County and Municipal Disaster Recovery, and local libraries.

- **Private Power:** Ms. Jardine reported private businesses use marketing data fully based on census data to first screen areas of interest for location. Ms. Jardine reported private businesses seek vibrant communities with available housing and job marketability. Secondarily, Ms. Jardine reported private businesses look at the attributes for daily operation such as highway access, utilities, and incentive packages. From a County standpoint, ED&P has been successful in attracting international company, Crown Cork & Seal, and regional company, V&S NY Galvanizing, in the past few years.
- **Importance of 2020 Census:** Ms. Jardine reported New York State is losing population. The Department of Labor estimates New York State lost nearly 77,000 people between 2018 and 2019 alone based on residents moving out of the State.

Ms. Jardine reported the Appalachian Regional Commission (ARC) tracked employment in all industries from 2012 – 2017 and noted the following statistics:

<u>Location</u>	<u>Employment Gain Percentage</u>	<u>Employment Loss Percentage</u>
United States	9.6%	
Appalachian Region (<i>Southern Tier of NYS down to Louisiana and Mississippi</i>)	4.7%	
New York State	9.3%	
Appalachian Region (<i>specifically NYS</i>)		1.1%

- **People Power:** Ms. Jardine reported it is important to count every person who lives in Tioga County in the 2020 Census. Ms. Jardine reported this is a high goal, however, in the 2000 Census, we obtained a 76% total response rate, which was the highest in our Southern Tier region and in 2010, this increased to an 83% total response rate, which was the highest in New York State.



Legislator Monell inquired as to how the response rate is determined to ensure all individuals were counted. Ms. Jardine reported the response rate is based on the addresses the Census Bureau has for their mailing list. Ms. Jardine reported the County participated on the Local Update of Census Addresses (LUCA) Program, which compares the census addresses to our local sources, the New Construction Program (allowing for new addresses as of March 2018), and reviewing the Boundary Annexation Survey and Boundary Validation Program.

- **How To Reach Hard to Count Areas:** Ms. Jardine reported libraries will play an integral part for residents who do not have computers or Internet access, as online access is one method of completing the census form.

Chair Sauerbrey inquired if the only way residents can participate in the census is online. Ms. Jardine responded residents can self-respond by filling out the census form online or by phone. The Census Bureau is not mailing forms to individual households in Tioga County. Tioga County is also reaching out to residents through libraries, food pantries, farm/home visits, direct marketing, social media, radio and other services to bring awareness of the importance of filling out the census form.

- **2020 Census Timeline:** January - December 2020
 - **January & February:** Marketing and promotion about the census and bringing awareness of its importance is underway.
 - **Mid-March:** All United States households will receive a post card notice. In Tioga County, households will not receive a paper form from the Census Bureau; however, will receive post cards identifying the website information and phone number for accessing the census form. Ms. Jardine noted the Census Bureau does not mail post cards to P.O. Boxes, so Ms. Jardine is designing a post card specifically for P.O. Box mailing providing State funding is obtained.
 - **April 1, 2020:** Official Census Day.
 - **May – July:** This is the non-response follow-up phase where enumerators will physically go door-to-door to households that did not respond with a completed form.
 - **December:** By Law, the Census Bureau provides the President with a population count.

Chair Sauerbrey inquired if Tioga County has applied for the State funding. Ms. Jardine reported, to date, she has not received the application. Ms. Jardine



reported she received an email on December 24, 2019 stating the December 31, 2019 application deadline is no longer applicable.

Legislator Mullen reported all of Tioga County's addresses are known through the 911 system. Ms. Jardine reported GIS Manager Ostrander vetted the County's address list with the Local Update Census Addresses (LUCA) and submitted appeals for thirteen addresses, which were accepted and included. Ms. Jardine reported the Committee feels confident that we have a good address list for mailing the post cards, with the exception of the P.O. Boxes.

In the event State funding is not available for post card mailers to P.O. Box owners, Ms. O'Rourke suggested hanging informational posters in the local post offices.

Ms. O'Rourke inquired as to whether the census enumerators are Federal employees. Ms. Jardine reported they are temporary Federal employees and currently the Census Bureau is in the process of employment recruitment.

- **Tioga County Power, Tioga County Complete Count Committee:** Ms. Jardine reported Tioga County Complete Count Committee has been meeting since April 2019 on various methods of promotion to encourage Tioga County residents to complete the census form.

Overall, Ms. Jardine emphasized the importance of increasing the response rate for the 2020 Census. Completing and submitting the decennial census form is a mandated civic duty for all Americans. Ms. Jardine reported citizens should use the address where they live and sleep most of the year when completing the census form. Ms. Jardine reported personal data submitted on the census form is confidential and protected by Federal Law. This is the first year the Census Bureau is using digital technology to collect decennial census data.

Approval of Worksession Minutes – January 9, 2020 -

Legislator Monell motioned to approve the January 9, 2020 Legislative Worksession minutes as written, seconded by Legislator Sullivan with Legislators Balliet, Hollenbeck, Monell, Mullen, Roberts, Sauerbrey, Standing, Sullivan and Weston voting yes. Motion carried.

Action Items -

Currently, there are no action items.



Other –

- **Team Tioga 30th Anniversary Event** - Chair Sauerbrey reported all Legislators should have received an invitation to TEAM Tioga's 30th Anniversary event on January 30, 2020 at the Terra Cotta (f/k/a Owego Treadway Inn). Chair Sauerbrey encouraged all Legislators to attend. There is no cost to attend and the program includes breakfast. The Tioga County IDA, LDC, and Tourism agencies all exist because of legislation passed by the Tioga County Legislature allowing for board member appointments. If interested in attending, Legislators should contact ED&P to RSVP.
- **NYSAC Conference** - Chair Sauerbrey will be attending the NYSAC Conference in Albany, NY from January 27th – 29th and noted Deputy Legislative Chair Hollenbeck will cover in her absence.
- **Service Animals/Emotional Support Animal Policy** – Chair Sauerbrey reported currently there is discussion regarding how the County is going to handle Service Animals/Emotional Support Animals and Public Health and Mental Hygiene have requested clarification. In the interim, Chair Sauerbrey reported she sent a temporary memo advising no emotional support animals allowed on County premises until the Legislature has developed and adopted a policy. However, the memo addresses the allowance of service animals (ADA Law classifies only dogs and, in some circumstances, miniature horses as service animals) on County premises with the caveat that if a miniature horse is on County premises acting as a service animal, a phone call to Chair Sauerbrey or County Attorney DeWind is required.

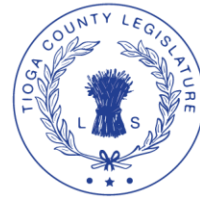
Legislator Sullivan inquired if there have been any occurrences. Mr. DeWind concurred there have been repeated occurrences where individuals are trying to bring many different types of animals, including birds, into the clinical environment, therefore, the Departments are requesting clarification.

Legislator Mullen reported a service animal is certified and trained and the owner has documentation to support such training.

Mr. DeWind reported the County currently does not have an adopted policy that addresses this topic.

ACTION: Chair Sauerbrey will work with Mr. DeWind to draft a County policy on Service Animals/Emotional Support Animals for Legislature review and adoption.

Legislature



- **Institute for Advancement:** Chair Sauerbrey reported the County has 17 employees signed up for the Institute for Advancement 2020 Leadership Program consisting of four classes this year. In addition, the Committee is offering two sessions for new employees on Government 101.

Executive Session –

Motion by Legislator Sullivan, seconded by Legislator Hollenbeck to move into Executive Session to discuss a personnel matter. Motion carried to go into Executive Session at 10:37 a.m. with County Attorney DeWind remaining in attendance.

Executive Session adjourned at 10:48 a.m.

Next worksession scheduled for February 6, 2020, at 1:00 p.m.

Respectfully submitted,

Cheryl Heffernan

Deputy Legislative Clerk