



Tioga County Worksession Minutes **October 7, 2021 – 1:00 p.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:

Peter DeWind, County Attorney
Cathy Haskell, Clerk of Legislature
Amy Eiklor, Deputy Clerk of Legislature
Jackson Bailey, Budget Officer
Stephanie Jerzak, Chief Accountant
Bethany O'Rourke, Personnel Officer
LeeAnn Tinney, Director of Economic, Development, & Planning
Jeremy Loveland, Chief Information Officer (*departed at 2:00 p.m.*)
James McFadden, Treasurer (*arrived at 1:04 p.m.*)
Gary Hammond, Commissioner of Public Works (*arrived at 1:06 & departed at 2:11 p.m.*)
Michael Simmons, Director of Emergency Services (*arrived at 1:10 p.m.*)
Kevin Humes, Paralegal (*arrived at 1:38 p.m.*)

Call Meeting to Order: Chair Sauerbrey opened the meeting at 1:02 p.m.

2022 Budget Discussion – Budget Officer: Budget Officer, Jackson Bailey, distributed a Legislative Budget Update packet to the Legislators. Mr. Bailey reported the Budget has moved to Level 3, the Legislative Level. Following the October 21, 2021 Legislative Worksession, the Budget will move to Level 4, the Tentative Budget. Mr. Bailey went over the Capital Budget and reported the following:

- A Car/Truck was added to the Tentative Budget for Probation \$30,000
- A Sweeper through Shared Services \$25,390.99
- Estimated Sales Tax Capital revenue \$1,050,000

Mr. Bailey broke down the *Capital Budget* highlights by category and noted if any items are earmarked for American Rescue Plan Act (ARPA) funding:

Upgrades - Buildings & Grounds:

- New 3/4 Ton 4X4 Pickup \$50,000
- HVAC Control System for B&G \$450,000
 - Earmarked for ARPA (\$400,000)
- Truck Wash Building \$1,500,000
 - Earmarked for ARPA (\$1,000,000)
- Truck Box Repair & Lift Gate \$70,000
- Parking Lot Upgrade \$250,000
- HVAC Control System for DSS \$400,000
- Carpeting at HHS Building \$90,000

Upgrades – Information Technology:

- Software Expense \$100,000
- Computer Upgrade \$90,000
 - Earmarked for ARPA (\$10,000)

Upgrades – Public Safety:

- Car/Truck (Probation) \$30,000
- Equipment (Not Car) \$30,000
- Security Equipment \$50,000

Vehicles – Public Health (36% Reimbursement):

- Car Truck \$47,000
 - State Reimbursement (\$16,920)

Road Machinery Purchases:

- Patrol Truck Replacement \$100,000
- Flail Mower \$140,000
- Excavator \$230,000
- Mechanic Truck \$65,000
- Fire Truck \$50,000
- Equipment (Not Car) \$9,000
- (2) Tandem Axle Trucks \$546,000
- (2) 1-Ton Pickup & Plows \$100,000
- Roller \$35,000
- Material Spreader \$10,000
- Sweeper (Shared Services) \$25,390.99

Mr. Bailey reported all road machinery purchases, except the Sweeper, will be funded by the Capital Equipment Reserve.

Next, Mr. Bailey summarized the Preliminary Budget by Fund and reported the following estimates:

- Estimated Revenues \$57,896,852
- Tentative Real Property Tax \$25,481,545
- Appropriated Reserve Amount \$ 1,635,000
- ARPA Fund Utilization \$ 5,410,000
- Appropriated Fund Balance \$ 4,115,139
- **Total for all Funds** **\$94,538,536**

Fund Balance Estimates for the 2022 Budget:

Mr. Bailey went over the following *Fund Balance Estimates* for the 2022 Budget:

2021 FUND BALANCE		GENERAL	CAPITAL
Beginning Fund Balance	1/1/2021	\$(27,456,981.00)	\$(10,754,621.00)
Add: Revenues to Date*	9/30/2021	\$(67,126,157.77)	\$(1,172,918.05)
Less: Expenditures to Date	9/30/2021	\$52,340,539.06	\$1,259,528.41
Fund Balance to Date		\$(42,242,599.71)	\$(10,668,010.64)
Add: Projected Revenues	10/01 -12/31	\$(12,000,000.00)	\$(2,000,000.00)
Less: Projected Expenditures	10/01-12/31	\$25,000,000.00	\$1,000,000.00
Estimated Fund Balance		\$(29,242,599.71)	\$(11,668,010.64)
12/31/2021			

*Revenues to Date Include \$4.5 Million of ARPA Revenue

2022 FUND BALANCE		GENERAL	CAPITAL
Beginning Balance	1/1/2022	\$(29,242,599.71)	\$(11,668,010.64)
Add: Budgeted Revenues		\$(75,279,828.20)	\$(2,738,170.00)
Less: Budgeted Expenditures		\$ 76,889,551.35	\$12,288,585.99
Add: ARPA Distribution		\$ (4,500,000.00)	
Less: ARPA Fund Expense		\$ 9,100,000.00	
Add: Reserve Utilization			\$(1,635,000.00)
Add: ARPA Fund Utilization			\$(5,410,000.00)
Estimated Fund Balance	12/31/2022	\$(23,032,876.56)	\$(9,162,594.65)

FUND BALANCE POLICY (GENERAL FUND)

2022 Budgeted Appropriations		\$76,889,551.35
Fund Balance - Minimum	12%	\$(9,226,746.16)
Fund Balance - Maximum	28%	\$(21,529,074.38)
Total Estimated Fund Balance	12/31/2021	\$(29,242,599.71)
Less: Estimated Prepaid Expenses		\$1,600,000.00
Less: Estimated Reserve Balances		\$800,000.00
Less: 2022 Appropriated Fund Balance		\$1,609,723.15
Total Estimated Unrestricted Fund Balance		\$(25,232,876.56)

Fund Balance Over \$3,703,802.18

Fund Balance Estimates for the Reserves:

Mr. Bailey went over the following Fund Balance Estimates for the Reserves 2022 Budget:

RESERVES	1/1/2021	Add: Contribution	Less: Expenditures	12/31/2021
Reserve - Debt	\$211,322.82			\$211,323.00
Reserve - Stop DWI	\$5,128.86			\$5,129.00
Reserve - Crime Proceeds	\$11,063.97			\$11,064.00
Reserve - Hotel/Tourism	\$16,843.46			\$16,843.00
Reserve - E911	-----	\$1,475,160.30	\$(965,000.00)	\$510,160.30
Reserve - Handicap Education	\$971.21			\$971.00
Reserve - Crime	\$18,881.16			\$18,881.00
Reserve - Unemployment	\$29,386.56			\$29,386.00
Total General Fund Reserves	\$293,598.04	\$1,475,160.30	\$(965,000.00)	\$803,757.30
Reserve - Capital Software	\$41,660.48			\$41,660.48
Reserve - Capital Hardware	\$320,830.90			\$320,830.90
Reserve - Capital	\$1,873,764.12	\$1,500,000.00	\$(720,430.00)	\$2,653,334.12
Reserve - FMAS	\$144,903.83			\$144,903.83
Total Capital Fund Reserves	\$2,381,159.33	\$1,500,000.00	\$(720,430.00)	\$3,160,729.33

Mr. Bailey pointed out the \$965,000 expenditure is for the CAD system.

Chair Sauerbrey asked what account the casino funds received from Tioga Downs goes into. Mr. Bailey responded the casino funds go into the Capital Reserve account. Legislator Sullivan asked for clarification on the Capital Reserve and what is included in that account. Mr. Bailey explained the Capital Reserve is primarily for infrastructure for Public Works and Highway.

Legislator Sullivan asked Commissioner of Public Works, Gary Hammond, if he added Board of Elections' truck to his Capital Plan and if that figure was included in the Capital Reserve. Mr. Hammond responded that it is not reflected in the 2022 Budget, but the truck is included in the Five Year Capital Plan for 2024. He confirmed he has submitted the Five Year Capital Plan to the Budget Officer.

Sales Tax Analysis:

Mr. Bailey used a five year average when he calculated the total estimated sales tax revenue:

YEAR	ORIGINAL BUDGET	ACTUALS
2021	\$(20,850,000.00)	\$(18,318,582.58)
2020	\$(23,288,000.00)	\$(23,833,485.70)
2019	\$(20,452,062.00)	\$(24,594,556.85)
2018	\$(19,560,000.00)	\$(24,240,238.24)
2017	\$(19,085,000.00)	\$(20,870,587.74)
2016	\$(18,488,885.00)	\$(19,409,433.02)
5 YEAR AVG (ACTUALS)		\$(22,589,660.31)

Mr. Bailey rounded and estimated the sales tax revenue to be \$22,500,000. Mr. Bailey then calculated the total estimated distribution to towns and villages:

Total Estimated Sales Tax	\$(22,500,000)
25% Distribution to Towns & Villages	\$ 5,625,000
<u>LESS: Richford</u>	<u>\$(120,000)</u>
Total Estimated Distribution	\$ 5,505,000

Legislator Sullivan inquired about the Richford reduction. Mr. Bailey explained that Richford does not take the sales tax distribution in order for their tax levy to be reduced. Tioga County must have the reduction noted. Legislator Hollenbeck reported Richford gets more state aid than other municipalities due to the large amount of state lands in the Town.

Sales and Use Tax	\$(19,500,000)
Sales Tax Capital (Org A1340)	\$(1,950,000)
Sales Tax Capital (Org H1340)	\$(1,050,000)
<u>Sales Tax Towns/Villages</u>	<u>\$ 5,505,000</u>
Total Estimated Sales Tax Budgeted for 2022	\$ 16,995,000

Legislator Monell asked Mr. Bailey what Tioga County's sales tax increase will be in 2022. Mr. Bailey replied the exact figure is not known at this time. He explained various circumstances, like internet sales tax, have made projections more difficult. Mr. Bailey stated he is keeping the estimated sales tax revenue on the conservative side.

Mr. Bailey reported he will review the proposed Tentative Budget, make any adjustments that are needed, and present at the second Worksession on October 21, 2021. Legislator Sullivan inquired if budgetary changes can be made after October 21, 2021. Mr. Bailey replied certain changes can be made until December.

Legislative Clerk Haskell reported the Public Hearing on the Budget will take place on November 9, 2021 at 9:30 a.m. She verified with Mr. Bailey that changes can be made after the Public Hearing on November 9, 2021, only if another Public Hearing is held on the proposed changes. There were no further questions for Mr. Bailey.

American Rescue Plan Funding Discussion: Chair Sauerbrey distributed a Tentative List of Recovery Projects packet to the Legislators. She wanted to review the list and ask the

Legislators if they supported the projects or not. Chair Sauerbrey asked for a voice vote and asked the Legislators if they had any questions before the straw poll vote.

Legislator Sullivan inquired about an item that was previously discussed, but not on the list. She mentioned payroll and/or premium pay for essential workers. Premium pay is an allowable use for ARPA funds. She asked if some of the ARPA funds can go towards reimbursing the County for employees that worked overtime as a result of the pandemic. For example, Public Health employees worked above and beyond their normal hours.

Mr. Bailey replied that under the ARPA guidelines, the premium pay has to be in addition to the wages. He reported that overtime has already been paid to employees, therefore, the ARPA funds cannot go towards it. Mr. Bailey reported the overtime needed to be incurred prior to March 3, 2021, therefore, Tioga County cannot go back and reimburse itself using ARPA funds.

Legislator Sullivan stated employees that worked overtime during the height of the pandemic are eligible to get paid overtime or take comp time. She stated there may be a large amount of funds sitting in the liability account for comp time that has not been used. Legislator Sullivan asked if ARPA funds can be used to reimburse the County for the comp time liability. Mr. Bailey responded that the comp time has already been earned so it cannot be used for reimbursement. Instead, the Treasury prefers essential workers receive payment in the form of a stipend.

Legislator Sullivan asked her fellow Legislators if they would consider premium pay for essential workers. She reported Legislative Clerk, Cathy Haskell, was able to ask other counties if they will reward essential workers with premium pay. Ms. Haskell found at least one county rewarded salaried employees that do not get overtime. Legislator Sullivan stated Tioga County has numerous salaried employees. Another county used calculations to determine who is eligible and found many were eligible for premium pay.

Legislator Sullivan stated those counties can be used as examples on how to reward essential employees. Tioga County can also choose to give nothing additional to essential employees. Legislator Sullivan asked the Legislators for further consideration on rewarding essential workers. It will take some digging to figure the details out but she does not want to waste an employee's time researching if the Legislators are not in favor. Legislator Sullivan reported there are employees that work long hours and she is not comfortable at this stage, giving them no compensation from ARPA funds.

Legislator Mullen stated he would be in favor of rewarding employees if there was a cap on the dollar amount.

Legislator Monell said the tentative list has already been created and questioned why the subject is being pushed at this stage. Legislator Sullivan responded that the list can remain as is, but there is still unallocated funds leftover that can be used for premium pay. She explained that once a cap on the dollar amount for premium pay has been established, the project amounts on the list can be adjusted, if needed.

On straw poll vote, Legislators Balliet, Hollenbeck, Mullen, Sauerbrey, Standinger, Sullivan, and Weston were in favor of looking into premium pay for essential workers. Legislators Monell and Roberts were not in favor.

Chair Sauerbrey reported the deadline for submitting a report to the Treasury has been extended from October 31, 2021 to January 31, 2022.

Tentative List of ARPA Projects: Chair Sauerbrey went over the tentative list and asked for a straw poll vote on each project. On straw poll vote, the Legislators unanimously approved the entire list of projects. The following projects were approved:

➤ Access Control	\$50,000
➤ Data at Rest Encryption	\$60,000
➤ Multi-Factor Authentication	\$20,000
➤ ShoreTel Hardware Upgrade	\$30,000

Legislator Sullivan stated the above four projects were recently added at the request of the IT Department. She explained a cyber-audit identified areas in need of improvement. The findings of the audit may have an impact on cyber insurance eligibility or rates. Legislator Sullivan reported the telephone system is in need of physical hardware replacement and some components are out of security compliance. She mentioned upgrading hardware will have a positive impact on the towns and villages that Tioga County has shared services agreements with.

➤ Upgrading Servers for Card Swiping System	\$36,528
➤ Records Management Needs Assessment	\$ 8,250
➤ EMO/Ambulance Study	\$80,000
➤ Cyber Security/Phone Upgrade	\$10,000
➤ Communications Towers for Radio Project	\$4,000,000
➤ Truck Wash for Public Works	\$1,000,000
➤ HVAC Upgrade – Court Street Annex	\$150,000
➤ Land Bank – Affordable Housing	\$500,000

Chair Sauerbrey reported the Land Bank is looking to expand into other areas of Tioga County. Legislator Sullivan stated she would like to see the Land Bank tear down vacant, run-down buildings, which will open up the possibility for private development. Chair Sauerbrey continued down the list with the following:

➤ Public Safety Building Chiller (A/C System)	\$400,000
➤ Upgrades to 56 Main St. Security & HHS Security	\$300,000
➤ Mapping – Ortho Imaging	\$200,000

Legislator Sullivan explained numerous departments use mapping and this project is very much needed. Legislator Standinger reported he researched and spoke with staff in GIS and he fully supports this project.

Legislator Sullivan inquired to Chief Information Officer, Jeremy Loveland, if the Ortho mapping was in his Five Year Capital Plan. Mr. Loveland responded that the expense does not need to

be added to the budget until 2027. He reported the ARPA funding will cover the expense through 2026. Chair Sauerbrey asked if the Ortho mapping will require a contract as the ARPA funds need to be contracted for by 2024 and spent by 2026. Mr. Loveland replied that the ARPA funding should cover the expense up until 2027. He stated the cost is \$25,000 per year for the mapping. County Attorney, Peter DeWind, reported some contracts are able to be pre-paid and he suggested doing so for the Ortho mapping to ensure the funds are spent before the deadline.

- *Racker Center* \$400,000

Chair Sauerbrey stated all Legislators received a request letter from Racker Center. She clarified that the purpose of the project is to house numerous organizations that help in times of need. Racker Center, Catholic Charities, Tioga County Rural Ministry, and Tioga United Way will be centralized in a building known as the Neighborhood Depot. There will also be an Emergency Response Center in the building as the property is located above the floodplain. Chair Sauerbrey reported the center will be available after emergencies, such as flooding, to assist residents with food, clothing, and more.

Legislator Sullivan inquired what the organizations will do with their current buildings should they move into the Neighborhood Depot. Chair Sauerbrey responded that the buildings will become vacant office space.

Legislator Balliet asked if the organizations will upgrade their communication systems. Director of ED&P, LeeAnn Tinney, stated housing all the organizations together will reduce the operating costs for each of them, which in turn, will make them more viable. Ms. Tinney reported the operating cost is estimated to be \$5 per square foot of space at the Neighborhood Depot.

- *Veteran Suicide Prevention* \$100,000
- *Travel, Tourism, & Hospitality* \$100,000
- *Broadband Project* \$750,000
- *Transitional Housing (Apalachin)* \$250,000

Chair Sauerbrey stated Commissioner of Social Services, Shawn Yetter, has been working with Catholic Charities on a transitional housing project in Apalachin. The project will provide affordable housing for women and children.

- *Men/ Veteran Transitional Housing* \$250,000
- *A New Hope Center* \$100,000
- *Tioga County Suicide Coalition* \$50,000
- *Tioga ASAP – CASA Trinity* \$50,000
- *ARPA Fund Administrator* \$17,119
- *Bonadio Consultant* \$9,500

All the projects on the list were unanimously approved by the Legislature, but there are still funds unallocated that can be used for additional projects. ARPA funds will be discussed at a future Legislative Worksession.

2022 Chair of the Legislature Salary Discussion:

Legislator Sullivan reported the Legislature discussed the salary of the Chair of the Legislature at the last Worksession. The proposed 2022 salary was \$50,000, contingent on a job description being provided. Legislator Sullivan stated \$50,000 was added to the 2022 Tentative Budget and a job description was provided to the Legislators.

Legislator Sullivan reported the current Chair of the Legislature has taken on more duties than past Chairs. She wanted to make it very clear the role of the Chair of the Legislature will be discussed down the road as Tioga County may hire a County Administrator to take on additional duties in the future.

Legislator Mullen stated if a County Administrator is hired, the salary for the Chair will be addressed at that time. With the job description that was provided, Legislator Mullen believes the increase to \$50,000 per year in 2022 is justified. Legislator Roberts stated the job is not yet defined and a new Chair may be voted in January.

Legislator Monell stated a policy needs to be in place regarding the Chair's salary. Legislative Clerk Haskell reported she will need to send a legal notice out with the salaries of the Legislators included on the notice. Ms. Haskell stated she will need the Chair's salary by October 25th to ensure timely publication. She also mentioned that the Legislature sets their salaries on an annual basis and suggested revisiting the Chair's salary on an annual basis.

Legislator Sullivan suggested voting on the matter at the October 21st Legislative Worksession and agreed with Ms. Haskell that the Chair's salary be revisited on an annual basis. The Legislators were in agreement that the voting will take place at the next Worksession.

Remote Work Policy Update – Personnel Officer: Personnel Officer, Bethany O'Rourke, reported she has been refining the remote work policy and sent a draft version to the Legislators. Ms. O'Rourke incorporated suggested changes from Department Heads, the IT Department, and the Information Security Officer.

Ms. O'Rourke stated there was one question remaining on the procedure. She explained currently that the policy states the Department Head and the Chair of the Legislature are involved in the approval and revision process for remote work. Ms. O'Rourke asked the Legislators, as Chairs of the Standing Committees, if they would like a role as well.

Legislator Sullivan stated the other option presented was to have the Legislators be notified only if an employee was to work remotely. Legislator Hollenbeck believes the decision should be made by the Department Head. Legislators Monell and Mullen agreed with Legislator Hollenbeck. The Legislators agreed that Department Heads will notify the Legislators of changes or revisions to remote work.

Ms. O'Rourke reported she will finalize the policy and it will be adopted in November. The policy will become effective on January 1, 2022.

Approval of Worksession Minutes: On motion of Legislator Sullivan, seconded by Legislator Weston and unanimously carried, the September 23, 2021 Legislative Worksession minutes were approved.

Action Items: Currently, there are no action items.

Legislative Support: Legislative Clerk Haskell asked for approval of the September 9, 2021 Legislative Support committee minutes. On motion of Legislator Balliet, seconded by Legislator Hollenbeck and unanimously carried, the minutes were approved.

Ms. Haskell reviewed the Legislative Support Agenda and reported the following:

- Munis Fixed Asset training took place on September 24, with the new Director of Fixed Assets and Records Management in attendance
- On November 5th, there will be a Munis training on Contract Entry
- On November 10th, there will be a Munis training on Project Ledger and Grant Accounting
- On September 28th, Ms. Haskell conducted 2 training sessions on Accounts Payable, with a total of 18 staff, representing 10 departments, in attendance
- Accounts Receivable, Payroll, and Tyler Content Manager trainings will take place in the near future
- Ms. Haskell will attend the New York State Legislative Clerk's Conference from October 27th – October 29th. She reported in addition to the conference, trainings are held, and Ms. Haskell hopes to receive a certificate of completion at the conclusion of next year's conference

Resolutions: Ms. Haskell reviewed the agenda and resolutions for the October 12, 2021 Legislature meeting with discussion occurring on the following:

- ***Amend Resolution 141-21 – Budget Transfer:*** Legislator Mullen stated the resolution did not make it out of committee. He explained the resolution is in regards to E911 and Tioga County's communications upgrade and there were issues brought up in committee.

Chief Accountant, Stephanie Jerzak, reported that a purchase order is already established so this account will need to be addressed soon. Ms. Jerzak stated the money is currently sitting in a fire account, but for accounting purposes, she suggested putting it in an E911 account. There is currently one invoice pending, but Director of Emergency Services, Michael Simmons, stated payment can wait until next month.

Legislator Monell suggested the resolution be pulled, the applicable departments work out the details, and the resolution be revisited at a later date. There were no objections and the Legislators agreed to pull the resolution.

Ms. Haskell explained that Department Heads are supposed to come to the Legislative Office after committee meetings and let her know if resolutions have passed or failed. Ms. Haskell will remind Department Heads of protocol at the next Leaders Meeting.

Chair Sauerbrey stated she specifically asked for a voice vote because there has been circumstances in which there was no verbal confirmation. Shaking or nodding the head is not sufficient as it can lead to confusion about voting.

Ms. Haskell reported the following resolution was presented as a stand-alone resolution:

- **Authorization to Create Full-Time Education Workforce Coordinator Position – ED&P:** Ms. Haskell was advised this resolution went through, and passed, the ED&P committee. As a result, the resolution was sent to the Personnel Committee for approval. The resolution failed in the Personnel Committee.

Ms. Haskell stated she was informed this morning that the resolution also failed in the ED&P Committee. Some ED&P Committee members were under the impression the resolution passed, while others thought it failed. ED&P thought the resolution had passed.

Ms. Haskell reported the policy states a resolution shall require other standing committee approval, where appropriate. If more than one committee is listed on the resolution, the resolution must pass through all committees. Therefore, Ms. Haskell pulled this resolution as it failed in the Personnel Committee. However, she wanted to bring it forward today so the Legislators could discuss it.

Legislator Roberts stated the reason it failed in the Personnel Committee was due to the fact committee members were told it failed in the ED&P Committee. He read the minutes from the ED&P Committee meeting and they state the committee was in agreement to move the resolution forward. Legislator Mullen was under the impression the resolution passed through ED&P. Legislator Mullen proposed pulling the resolution and bringing it forward next month. Legislator Sullivan seconded Legislator Mullen's proposal. The Legislators agreed to pull the resolution.

Other:

- **Chair Sauerbrey's Breakfast with Governor Hochul:** Chair Sauerbrey reported she met with Governor Kathy Hochul on October 6th in Albany. Chair Sauerbrey is the President of the New York State Association of Counties (NYSAC) and the organization set up a breakfast meeting to discuss a variety of topics with the Governor and the County Executives. Chair Sauerbrey reported discussion occurred on the possibility of restoring DMV funds to local governments. This may result in more DMV funds allocated to Tioga County. Chair Sauerbrey also reported they spoke about Veterans programs and COVID-19. It was a successful meeting and she enjoyed her brief time in Albany.

Executive Session: Motion by Legislator Mullen, seconded by Legislator Hollenbeck to move into Executive Session to discuss legal matters. Motion carried unanimously to go into Executive Session at 2:42 p.m. with County Attorney DeWind and Paralegal Kevin Humes remaining in attendance. Executive Session adjourned at 3:14 p.m.

Meeting adjourned at 3:14 p.m.

Next Worksession scheduled for Thursday, October 21, 2021, at 10:00 a.m.

Respectfully submitted,

Amy Eiklor

Deputy Legislative Clerk