

Budget & Appropriations

BOL Meeting Minutes - Final



Committee Chair: Jewel Williams Johnson

800 Michaelian Office Bldg.
148 Martine Avenue, 8th Floor
White Plains, NY 10601
www.westchesterlegislators.com

Monday, March 18, 2024

1:00 PM

Committee Room

CALL TO ORDER

Please note: Meetings of the Board of Legislators and its committees are held at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601, and remotely via the WebEx video conferencing system. Legislators may participate in person or via Webex. Members of the public may attend meetings in person at any of its locations, or view it online on the Westchester County Legislature's website: <https://westchestercountyny.legistar.com/> This website also provides links to materials for all matters to be discussed at a given meeting. *With a quorum present, Chair William Johnson called the meeting to order at 1:13 PM.*

Others in Attendance: GUESTS: Tami Altschiller, Stacey Dolgin-Kmetz, Melissa Rotini ; BOL: Margaret Cunzio, Ben Boykin, James Nolan, Emiljana Ulaj, Catherine Parker, Marcello Figueroa, Lisa Hochman, Flora White, Jill Axelrod, James Silverberg, Karen Vele

Present: Legislator Williams Johnson, Legislator Barr, Legislator Holstein, Legislator Pierce, Legislator Smith, Legislator Tubiolo, Legislator Williams, Legislator Woodson-Samuels and Legislator Gashi

MINUTES APPROVAL

I. ITEMS FOR DISCUSSION

[RES-2024-45](#) PH-Emergency Contracts

A Public Hearing on "A LOCAL LAW amending certain provisions of Section 167.171 of the Laws of Westchester County regarding emergency contracts." [Public Hearing set for April 29, 2024 at 7:30 p.m.]. Local Law Intro 2024-7.

SUBMITTED BY: COMMITTEES ON BUDGET & APPROPRIATIONS AND LEGISLATION

Joint with LEG.

Guest: Law Department

Assistant Chief Deputy County Attorney Tami Altschiller

Ms. Altschiller explained that the current law allows the County Executive to execute emergency contracts for a one-year term as long as a written declaration of the emergency has been provided to the Board of Acquisition and Contract (A & C). She noted that there have been instances where an emergency contract was entered into and the one-year term was insufficient to complete the work due to supply chain issues and other delays. She suggested changing the one-year term limit requirement to three years. After discussing various options, the legislators suggested amending the law to continue to allow emergency contracts for a one-year term, but allow for two consecutive one-year extensions conditioned

on approval by the Board of Acquisitions & Contracts. Ms. Altschiller said this would adequately address her concerns.

Legislator Pierce asked if Ms. Altschiller has a spreadsheet or list of all outstanding emergency contracts. Ms. Altschiller said that she does not, because each department that requests an emergency contract is responsible to monitor that contract. Legislator Williams Johnson suggested that there should be a central system or point person to maintain and track all emergency contracts. The legislators suggested that a yearly report should be sent to the BOL detailing the number of: 1) emergency contracts the county has entered into that year; 2) ongoing emergency contracts still in effect; 3) emergency contracts that have been fully completed; and a write up explaining why the emergency contract was needed, a status update regarding the work associated with the emergency contract, and an estimated completion date.

The legislators also requested that emergency declarations that enable emergency contracts to be entered into should be required to be sent to the BOL for informational purposes only, and that it should be required that notice be provided to the Clerk of the BOL when an emergency contract has been extended.

Legislator Smith said that the legislation should not be voted on today, since there is still tightening of language and other ancillary issues to be resolved. Ms. Altschiller said she will talk to people about how to create a list of current emergency contracts.

This RESOLUTION - Public Hearing was continued

[LL-2024-119](#) **LOCAL LAW-Emergency Contracts**

A LOCAL LAW amending certain provisions of Section 167.171 of the Laws of Westchester County regarding emergency contracts.

SUBMITTED BY: COMMITTEES ON BUDGET & APPROPRIATIONS AND LEGISLATION

Joint with LEG.

Guest: Law Department

Assistant Chief Deputy County Attorney Tami Altschiller

Please refer to item #1.

This LOCAL LAW - Amendment to Local Law was continued

II. OTHER BUSINESS

III. RECEIVE & FILE

ADJOURNMENT

Moved by Legislator Pierce, seconded by Legislator Woodson-Samuels, the Committee adjourned at 2:12 PM. by the following vote:

Aye: Legislator Williams Johnson, Legislator Barr, Legislator Holstein, Legislator Pierce, Legislator Smith, Legislator Tubiolo, Legislator Williams, Legislator Woodson-Samuels and Legislator Gashi