

HUMAN RESOURCE COMMITTEE MEETING AGENDA

Date: Tuesday, July 31, 2018 @ 9:00 AM

Present: **King, Becker**, Kehl, Grant, Brunner, Leuer, Roche, D. Granger

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM County Attorney w/J. Wujcik			
1. General Update 2019 - NYS Unified Court System - Attorney Registration in the amount of \$375.00 for years 2019-2020. Next registration June, 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM Historian w/C. Amrhein			
1. Appropriation: To/01.46.7510.4.41010 Office Supplies \$480.00 w/ 01.09.7510.2705 Gifts & donations \$480.00 Reason: To appropriate funds donated for office use to be used for archival supplies.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Updates: <ul style="list-style-type: none"> • We did not receive an Arts Council Grant for 2020; however, we do have gnome kits from last year for different participants (see attached letter). • Attached is an email from a reader of our WWII book who feels by publishing it we have raised the importance of our office. • A financial snapshot of what is spent to produce <i>Historical Wyoming</i> and the funds we recoup. Also the buying and selling of the WWII book. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:30 AM Human Resource w/D. Farberman			
1. Position Create/Fill: <p style="text-align: center;"><i>Sheriff</i></p> Three (3) positions of Dispatcher (PT – Variable FTE) (non-union) following WCSEA Schedule, at \$19.02 – 23.19/hr; Positions Available: February 12, 2020.	<u>Position #2</u> <u>Position #3</u>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Position Fill: <p style="text-align: center;"><i>Sheriff</i></p> One (1) position of Deputy Sheriff (PT – Variable FTE) (non-union) (position # 094.083) following WCDSA Schedule, at \$24.23 – 26.12/hr; person vacating: Nicholas Wright, effective December 5, 2019; position available: February 5, 2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>3. Position Fill: <i>Health Department</i> One (1) position of Public Health Nurse (1 FTE) (position # 023.197) on CSEA Schedule A, Job Grade 18, at \$26.25 – 30.16/hr to a part time capacity of .6 FTE (24 hours/wk); person vacating: R. Demuth, effective November 2, 2019; position available: February 5, 2020.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>4. Amend Salary Schedule S: To correct hourly rate of the Staff Social Worker (position # 008.594) in the Public Defender’s Office on Salary Schedule S to \$27.59/hr, effective January 1, 2020 to include 2020 COLA.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Discussion Items:</p> <ul style="list-style-type: none"> • <u>NYS Civil Service Policy Advisory Report dated 12/09/2019</u> • <u>NYMIR Recommendations for Wyoming County from October 2019 facilities visit.</u> 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
<p>6. Civil Service update for <u>January 2020</u></p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
10:15 AM Board of Elections w/J. Schlick & H. Bush			
<p>1. State Bid Award: Authorize Chairman to approve bid and sign contract with Tenex Software Solutions, 5021 W Laurel St, Tampa FL, 33607 for the purchase of 35 electronic pollbooks and associated hardware/software in an amount not to exceed \$37,090.00 (cost approx. \$,1175 each); effective 2/11/20 through the completion of the purchase.</p>	<p>PO was sent to Tenex on 1/6/20 to begin the process of ordering the pollbooks.</p> <p>Using funds from grants provided by the New York State Board of Elections to purchase the pollbooks and hardware/software. \$27,211.18 coming from Capital Projects Grant Program and \$9,878.82 coming from Aid to Localities Grant.</p> <p>Expect to discuss maintenance contract later in the year with the vendor, Tenex.</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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2. <i>FYI – Update/Report</i> • Commissioner Bush would like to discuss the following: <ul style="list-style-type: none"> ○ <u>27th Congressional District Special Election</u> ○ <u>Bringing Jeanne Williams back to assist with busy election year</u> ○ <u>Working with Warsaw Penny Saver on Mail check cards</u> ○ <u>Update on Early Voting – 2019 & Future</u> ○ <u>Security at Board of Elections Office</u> 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
County Clerk w/R. Pierce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
DMV w/R. Pierce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Records Retention w/G. Royce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. King (minutes prepared by _____)).

Next Human Resource Committee Meeting scheduled for **Tuesday, February 25, 2020 @ 9:00 AM.**