

HUMAN RESOURCE COMMITTEE MEETING AGENDA

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled,

CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19)

permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Location: **Public Safety Committee Room via BOS YouTube Channel** (<http://www.wyomingco.net/149/Board-of-Supervisors>) **Conference Call**

Date: Tuesday, March 31, 2020 @ 9:00 AM

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
County Attorney w/J. Wujcik			
1. Overnight Travel Authorization: J. Wujcik to attend County Attorneys' Association of the State of New York (CAASNY) Annual Meeting, The Otesaga Hotel, Cooperstown, New York, May 18-19, 2020 (or any rescheduled date). Personal car will be used. Hotel/rooming fee is being paid by CAASNY. Registration fee of \$150.00; (total registration is \$250.00 (CAASNY is paying \$100.00).	Supporting documentation outstanding	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Position Fill: One (1) position of Secretary I to replace Amanda Strathearn who resigned effective March 19, 2020 (last day of work March 18, 2020).		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: Action taken below under HR Dept. Agenda
3. Professional Services Contract \$5,001 or greater: Authorize Chairman to sign contract with Thomson Reuters , 610 Opperman Drive, D2.N205, St. Paul, MN 55123 for the assured print pricing service of NY Consolidated Laws Annotated in the amount of amount annual \$4,639.20; effective date 8/1/2016 through 07/31/2020; 4 year contract with a 5% increase the second and third years, auto-renewal term after third year to be 7% annual increase for a total contract amount of \$20,100.00.	Committee approval was granted on 1st year only of \$4,639.20 during the 05/30/16 Human Resource Committee meeting. Supporting documentation outstanding	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>4. Professional Services Contract \$5,001 or greater: Authorize Chairman to sign a contract with Thomson Reuters, 610 Opperman Drive, D2.N205, St. Paul, MN 55123 for the renewal of the assured print pricing service of McKinney’s CPLR, NY Consolidated Laws Annotated and NY Court Rules: State, Federal, Federal Bankruptcy, Federal Key Rules, Local and Local Key Rules Consolidated Laws Annotated in the amount of \$460.63 per month; first year annual amount \$5,527.56; effective 09/1/2020; ten (10) year contract with a 1% increase in each successive year; ten year total amount \$57,830.64.</p>	<p>Supporting documentation outstanding</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. General Update</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Historian w/C. Amrhein			
<p>Referred from February 25, 2020 Human Resource Committee Meeting for update ~ Pioneer Cabin Grounds w/E. Parker (9:15 AM)</p> <ul style="list-style-type: none"> • 6 trees marked to come out. <ul style="list-style-type: none"> ○ Done w/ Hwy. Supt. Gadd. Est. \$2,000 to remove • Cabin – Bottom logs rotted. Raise the cabin and replace with pressure treated - \$9,000 quote. Would be done in Aug after picnic. • Proposed meeting with Hwy. Supt. Gadd, E. Parker, Historian Amrhein and J. Cook tomorrow @ 11am at Co. Hwy. • Don G. from Cornell Cooperative Extension provided a more cost effective solution to Pioneer Forestry’s proposal. • BO Cook - \$3,510 in budget for 2020 <ul style="list-style-type: none"> ○ Earmarked for Driveways, parking areas, sidewalks, topsoil, seeding, etc. Roof on preserved tree trunk on the grounds... • Capital Plan – no • Fund raiser? Income goes to programs... <ul style="list-style-type: none"> ○ Rotary supports the Assoc. • Will make some decisions after meeting w/ Hwy. Supt. Gadd and SHPO 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Human Resource w/D. Farberman			
1. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Resolution Calling Upon the Governor and the New York State Legislature to Refrain from Enacting New Public Employee Benefits Mandates 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Position Create/Fill: <p style="text-align: center;"><i>District Attorney</i></p> One (1) position of Legal Intern (PT 0.5 FTE) on Schedule S at an hourly rate of \$22/hr., not to exceed \$3,000.00 for the year 2020; position available is May 11, 2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Position Fill: <p style="text-align: center;"><i>Sheriff</i></p> One (1) position of Correction Sergeant (1.0 FTE) (position # 036.066) on WCSEA wage schedule at \$26.24/hr. – \$29.46/hr.; effective March 8, 2020. Position available date is April 8, 2020. Person vacating: C. Michael Horton		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Amended Position Create/Fill: <p style="text-align: center;"><i>Buildings and Grounds</i></p> One (1) position of Carpenter (Per Diem Variable Hours) following CSEA contract at a rate of \$20.00/hr.; position available: February 5, 2020.	<div style="font-size: 2em; opacity: 0.5; transform: rotate(-15deg); display: inline-block;">Withdrawn</div> Duplicate request from 02/25/20 Human Resource Committee (Res. #20-144)	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Position Fill: <p style="text-align: center;"><i>County Attorney</i></p> One (1) position of Secretary I to replace Amanda Strathearn who resigned effective March 19, 2020 (last day of work March 18, 2020).	<div style="background-color: yellow; padding: 2px;">Supporting documentation outstanding</div>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Also Present:

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<p>Walk-in: Position Fill: Health Department - Environmental One (1) position of "Student Aide (Seasonal) – Temporary" on Schedule G for a period not to exceed fifteen weeks (May, 2020 – August, 2020), 35 hours per week @ \$11.50/hr plus \$0.25 for each previous season worked with no other benefits except those mandated by law. Salary & fringe expenses associated with this position are reimbursed by State Aid & NYSDOH Drinking Water Enhancement Grant.</p>	<p>Attachments sent to BOS 3/27/2020:</p> <ul style="list-style-type: none"> • 3 Permission to Fill forms (yellow paper) • Position Justification form • Organizational Chart <p style="text-align: center; background-color: yellow;">Supporting documentation outstanding</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>5. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Employee Services, Inc., 55 Chamberlain Street, Wellsville NY 14895 for EAP services in an amount not to exceed \$21,102.12; effective April 1, 2020 through March 31, 2021.</p>	<p>Emergency approved to engage in this contract effective immediately due to dissolution of old provider and current likely need for EAP services in the short term due to COVID-19 pandemic.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. 2020 Appropriation: To: XX.XX.XXXX 8.86001 EAP Services \$21,102.12 w/any funds available Reason: To pay for EAP Services for the balance of the year.</p>	<p><i>Attempts will be made to regular contact and via County Attorney's office to recover money paid to old EAP provider for services not rendered in the balance of 2020. Referred to Budget Office for further review.</i></p> <p style="font-size: 2em; opacity: 0.5; transform: rotate(-15deg); position: absolute; top: 50%; left: 50%; pointer-events: none;">Withdrawn</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Civil Service w/D. Farberman			
<p>6. <u>Civil Service Update for March 2020</u></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Civil Service Annual Update</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Board of Elections w/J. Schlick & H. Bush			
1. 2020 Winter NYSAC Conf. Resolution: <ul style="list-style-type: none"> Resolution Urging Governor Andrew M. Cuomo and the State Legislature to Continue the Funding Commitment for all Costs Associated with Early Voting Reforms Implemented at the County Level 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> Warsaw Penny Saver, 72 N. Main St, Warsaw NY 14569 for processing the 2020 Mail Check Cards in an amount not to exceed \$2,478.00 (23,263 cards); effective 03/31/2020 through completion of project. <ul style="list-style-type: none"> Mail Check is conducted annually as required by the New York State Board of Elections. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Records Retention w/G. Royce			
√√	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
County Clerk w/R. Pierce			
√√	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
DMV w/R. Pierce			
√√	<i>~Nothing to Report~</i>	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, April 28, 2020 @ 9:00 AM.**

Committee Chair Initials: _____