

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...

Date: Tuesday, June 30, 2020 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
9:00 AM Historian w/C. Amrhein			
<p>1. <i>Updates:</i></p> <ul style="list-style-type: none"> • Working on research for the landmark application for Pioneer Cabin. • Answering several requests by letter, email and Facebook, partly due to people having time to work on their genealogies • Fine tuning the funding and packing procedure to get two judges portraits ready for delivery to the conservator. (Funding is through the NYS Unified Court System) • Working on a display idea to try to get people around to our museums even if they can't go in, like a driving scavenger hunt. I want to keep our museums in people's minds this summer since we can't do a regular group summer program. 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
9:15 AM County Attorney w/J. Wujcik			
<p>1. <i>Position Create/Fill:</i></p> <p style="text-align: center;"><i>County Attorney</i></p> <p>One (1) position of <u>Secretary (PT – .5 FTE)</u> on Salary Schedule G at an hourly rate of \$24.17/hr, not to exceed \$19,000.00 per year. Position Available: July 15, 2020.</p>	<p><i>Funds provided through Hurrell-Harring Grant. Contract No. CSTWIDEHH52 Year 2. Said amount shall continue as bi-weekly payments for the duration of the Hurrell-Harring Grant ending on March 31, 2023.</i></p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;"><i>Action taken in HR below...</i></p>
<p>2. <i>Amend Salary Schedule G:</i></p> <p style="text-align: center;"><i>County Attorney</i></p> <p>To establish an annual stipend on Schedule G in the amount of \$4,000.00 for the position of <i>Secretary to the County Attorney</i> (Schedule S) (position # 007.503).</p>	<p><i>Funds (annual stipend plus corresponding fringe) provided through Hurrell-Harring Grant. Contract No. CSTWIDEHH52 Year 2. Said amount to be paid retroactive to April 1, 2019 - March 31, 2020, and shall continue as bi-weekly payments for the duration of the Hurrell-Harring Grant ending on March 31, 2023.</i></p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;"><i>Action taken in HR below...</i></p>
<p>3. General Update.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
9:30 AM Board of Elections w/J. Schlick & H. Bush			
<p>1. <i>Position Create/Fill:</i></p> <p style="text-align: center;"><i>Board of Elections</i></p> <p>Six (6) positions of <u>Election Inspector (Per Diem)</u> on Salary Schedule S at an hourly rate of \$12.50/hr. Position Available: July 15, 2020.</p>	<p>Why only six(6)?</p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: center;"><i>Action taken in HR below...</i></p>

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...

Date: Tuesday, June 30, 2020 @ 9:00 AM

Location: *Supervisors’ Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
2. Grant Application and Acceptance: Authorize Chairman to sign a grant application and acceptance award with New York State Board of Elections, 40 N Pearl St Suite 5, Albany NY 12207 for the provision of funding for remediation based on the New York State Board of Elections 2019 security assessment in a minimum amount of \$71,055.42; effective December 21, 2019 through December 31, 2021.	Elections Cybersecurity Remediation Grant Program.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Committee Chair’s Agenda			
1. Introduction of Local Law B, year 2020 , entitled, “Amend <u>Local Law 11, 1977</u> , A Local law Governing Medical Examinations of Employees of the County of Wyoming and Repealing Section 8 of Local Law No. 1 for the County of Wyoming for the Year 1956” and set the Public Hearing for August 11, 2020 @ 2:30 PM in the Wyoming County Government Center Supervisors’ Chambers.	<i>Exempt from pre-employment physicals Election Inspectors within the Board of Elections Department.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: <i>Official action needs to take place under the Worker’s Comp. Agenda.</i> FINANCE
10:00 AM Human Resource w/D. Farberman			
1. Position Create/Fill: Board of Elections Create six (6) positions of <u>Election Inspector (Per Diem)</u> on Salary Schedule S at an hourly rate of \$12.50/hr. Position Available: July 15, 2020.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Position Create/Fill: Sheriff Create one (1) position of <u>Food Service Helper (Temporary, Non-Union, PT – 32 Hrs/wk)</u> following CSEA Schedule B, Job Grade 2 at \$14.74/hr. Person On Leave: Tamera Ribbeck. Position Available: July 15, 2020. Position End: September 25, 2020.	<i>Position created to fill in for a leave of absence. To last until September 25, 2020.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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...

Date: Tuesday, June 30, 2020 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>3. Position Fill:</p> <p style="text-align: center;"><i>Sheriff</i></p> <p>Fill one (1) position of <u>Dispatcher</u> (position # 070.108) (<i>Non-Union, PT - Variable FTE</i>) following WCSEA, Job Grade 2 at an hourly rate of \$19.02/hr - \$23.19/hr. Person Vacating: Thomas Beglinger, effective June 6, 2020. Position Available: July 8, 2020.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>4. Position Fill:</p> <p style="text-align: center;"><i>Sheriff</i></p> <p>Fil one (1) position of <u>Correction Officer</u> (position # 027.065) (<i>FT – 1.0 FTE</i>) on WCSEA, Job Grade 3 at an hourly rate of \$22.01/hr - \$27.00/hr. Person Vacating: Justin Stroud, effective June 14, 2020. Position Available: July 8, 2020.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>5. Position Create/Fill:</p> <p style="text-align: center;"><i>Emergency Services</i></p> <p>Create one (1) position of <u>Administrative Assistant</u> (<i>Temporary, FT - 1.0 FTE</i>) on Salary Schedule S at an hourly rate of \$22.78/hr. Position Available: July 27, 2020. Position End: August 21, 2020.</p>	<p><i>Position created for current permanent employee to move into while training replacement. To last until August 21, 2020.</i></p>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>6. Position Fill:</p> <p style="text-align: center;"><i>Emergency Services</i></p> <p>Fill one (1) position of <u>Administrative Assistant</u> (position # 010.435) (<i>FT - 1.0 FTE</i>) on Salary Schedule S currently set to an hourly rate of \$22.78/hr (annual salary equivalent of \$41,779.00). New rate of pay to be determined. Person Vacating: Laury Lakas, effective July 24, 2020. Position Available: July 27, 2020.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

Committee Chair Initials: _____

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-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...

Date: Tuesday, June 30, 2020 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>7. <i>Position Abolish/Create/Fill:</i> <i>Social Services</i> Create one (1) position of <i>Caseworker Trainee</i> (FT - 1.0 FTE) on CSEA Schedule A, Job Grade 12 at \$20.20/hr-\$23.14/hr. Position Available: July 30, 2020.</p> <p>Abolish one (1) position of <i>Caseworker</i> (position #040.042) (FT – 1.0 FTE), effective July 30, 2020.</p>	<p><i>To convert to Caseworker after twelve months upon satisfactory performance during the training period. Funded by current Caseworker (position #040.042).</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. <i>Position Abolish/Create/Fill:</i> <i>Fire and Building Codes</i> Create one (1) position of <i>Building Inspector II</i> (FT – 1.0 FTE) on Salary Schedule S at an annual salary of \$45,954.28. Position Available: July 15, 2020.</p> <p>Abolish one (1) position of <i>Building Inspector</i> (position # 003.029) (FT – 1.0 FTE), currently set to an hourly rate of \$23.05/hr, annual salary equivalent of \$42,276.00, effective July 15, 2020.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. <i>Position Abolish/Create/Fill:</i> <i>Zoning</i> Create one (1) position of <i>Zoning Enforcement Officer II</i> (FT – 1.0 FTE) on Salary Schedule S at an annual salary of \$48,000.00. Position Available: July 15, 2020.</p> <p>Abolish one (1) position of <i>Zoning Enforcement Officer</i> (position # 023.554) (FT – 1.0 FTE), currently set to an hourly rate of \$21.81, annual salary equivalent of \$39,993.00, effective July 15, 2020.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

Committee Chair Initials: _____

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...

Date: Tuesday, June 30, 2020 @ 9:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.**

The public can observe via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>10. Position Abolish/Create/Fill: Buildings and Grounds Create one (1) position of <u>Director of Buildings and Grounds</u> (FT – 1.0 FTE) on Salary Schedule D at an annual salary to be determined by the committee. Position Available July 15, 2020.</p> <p>Abolish stipend provided by Resolution # 19-214, effective July 15, 2020;</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>11. Position Create/Fill: County Attorney Create one (1) position of <u>Secretary</u> (PT – .5 FTE) on Salary Schedule G at an hourly rate of \$24.17/hr, not to exceed \$19,000.00 per year. Position Available: July 15, 2020.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>12. Amend Salary Schedule G: County Attorney To establish an annual stipend on Schedule G in the amount of \$4,000.00 for the position of Secretary to the County Attorney (Schedule S)(position # 007.503).</p>	<i>Funds (annual stipends plus corresponding fringe) provided through Hurrell-Harring Grant. Contract No. CSTWIDEHH52 Year 2. Said amounts to be paid retroactive to April 1, 2019 - March 31, 2020, and shall continue as bi-weekly payments for the duration of the Hurrell-Harring Grant ending on March 31, 2023.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>13. Amend Salary Schedule S: Board of Elections To establish an 'Election Coordinator Stipend' in the amount of \$3.50/hr, to be paid to individual Elections Inspectors, assigned to the coordinator role by an elections commissioner or deputy commissioner, for those hours they are so designated.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>14. Amend Salary Schedule S: Health Department To reduce the FTE of the Nurse Practitioner (position # 066.311) to .6 FTE and to reduce the corresponding annual salary to \$47,606.40, effective July 1, 2020.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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...

Date: Tuesday, June 30, 2020 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
15. Discussion Items: <ul style="list-style-type: none"> • EAP Cost Recoupment • Highway Arbitration • NYSDHR Complaint Status • Executive Order 205 – Quarantine Restrictions on Travelers Arriving in New York State 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
15. Civil Service update for June 2020		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, July 28, 2020 @ 9:00 AM.**

Committee Chair Initials: _____