

# HUMAN RESOURCE COMMITTEE MEETING AGENDA

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

*Thank you!*

Date: Tuesday, June 27, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: **King, Becker**, Kehl, Grant, Roche, McCormick, Leuer

Absent:

Also Present:

| Department Agenda Item   | Discussion  | Decision  | Action   |
|--|---|---|--|
| <b>9:00 AM Board of Elections w/J. Schlick &amp; H. Bush</b>   |   |   |  |
| <p><b>1. Amend Resolution No. 21-335:</b><br/>                     Authorize Chairwoman to sign an amended grant application and acceptance award with the <i>New York State Board of Elections</i>, 40 N. Pearl St., Suite 5, Albany NY 12207 related to technology innovation funding in a minimum amount of \$39,076.87; effective 4/7/2021 through 1/27/2023; to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>Extend the end contract date from 1/27/22 to 1/28/24</li> <li>Accept additional funds of \$24,217.69</li> </ul> <p style="color: red;"><b>(MUNIS CONTRACT #1585)</b> <i>Posted status due to workflow issue</i></p>   | <p>Technology Innovation and Election Resource (TIER) Grant Program</p> | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p><b>2. Appropriation:</b><br/> <b>To:</b> 011450.541401 Maint. Agreement                    \$5,300.00<br/>                     011450.540947 Election Software                    18,717.69<br/>                     011450.541211 Election Expenses                    <u>200.00</u><br/>                     w/01145005.430890 Other State Aid                    \$24,217.69<br/> <b>Reason:</b> Funding for Technology Innovation and Election Resource (TIER) Grant Program.</p>   |   | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p><b>3. Amend Resolution No. 22-496:</b><br/>                     Authorize Chairwoman to sign an amended grant application and acceptance award with the <i>New York State Board of Elections</i>, 40 N. Pearl St., Suite 5, Albany NY 12207 to cover expenses of postage paid return envelopes for all absentee ballots and absentee ballot applications in a minimum amount of \$16,862.67; effective 7/1/2022 through 12/31/2022; to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>Extend the end contract date from 12/31/22 to 12/31/23</li> <li>Accept additional funds of \$16,862.67</li> </ul> <p style="color: red;"><b>(MUNIS CONTRACT CO #736)</b> <i>Approved status upon dept release into Munis</i></p> | <p>Absentee Ballot Pre-Paid Postage Grant Program</p>                   | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |

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Absent:

Also Present:

| Department Agenda Item  | Discussion   | Decision                             | Action                                |
|---|--|--------------------------------------|---------------------------------------|
| <p><b>4. Appropriation:</b><br/> <b>To:</b> 011450.541201 Postage \$7,785.44<br/>                     011450.540603 Postage Machine 7,877.23<br/>                     011450.541211 Election Expenses 1,200.00<br/>                     w/011450.05.430890 Other State Aid \$16,862.67<br/> <b>Reason:</b> For Absentee Ballot Prepaid Postage Grant Program.</p>   |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>5. Position Fill:</b><br/> <i style="text-align: center;"><b>Board of Elections</b></i><br/>                     One (1) position of <u><i>Deputy Commissioner (R)</i></u> (1.00 FTE)<br/>                     (position code 004.502) currently on Schedule S. Set salary on<br/>                     Schedule S at \$44,204. Person vacating: Sandra Biehl,<br/>                     effective July 9, 2023. <b>Position available: July 10, 2023.</b></p>  | <p><i>Added under BOE; came through HR Agenda only</i></p> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>9:15 AM Historian w/C. Amrhein</b>   |  |                                      |                                       |
| <p><b>1. Appropriation:</b><br/> <b>To:</b> 017510.541010 Supplies \$1,000.00<br/>                     w/01751003.426550 Book Sales \$1,000.00<br/> <b>Reason:</b> To fulfill donor's request of the proceeds of the sale<br/>                     of Beers Wyoming County History books to benefit the office.</p>   |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>2. Updates:</b></p> <ul style="list-style-type: none"> <li>Met with Eric Parker, Devin Blue and Mike Adamczak at the Pioneer Grounds to go over some issues on property that need attention, i.e., a tree to come down and a roof fixed over their historic tree piece. There is money budgeted that should cover both.</li> <li>I am avidly working on the pioneer grounds nomination for National Register status. I finished with the property search back to 1872 to find all the land purchases and out sales as SHPO is requesting to look at the whole piece. I have the organizational and buildings history already done.</li> <li>I was asked to do some research on elements of a "cold case" for the NYSP.</li> <li>Arrangements have been made for the last two judge's portraits to be delivered to the conservator in August with a target date of return in October.</li> <li>I finished some historical mapping and deed research of the Warsaw Cemetery back to 1850 to help the town of Warsaw.</li> </ul> |  | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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Absent:

Also Present:

| Department Agenda Item  | Discussion  | Decision  | Action   |
|---|---|---|--|
| <b>9:30 AM County Attorney w/J. Wilkinson</b>   |   |   |  |
| <p>1. <b>FYI:</b><br/>                     Authorization to investigate and commence any and all litigation to enjoin implementation and enforcement of the 2023 modification and amendment of New York Racing, Pari-Mutuel Wagering and Breeding Law §502 and discussion of retention of legal counsel.</p>  | <p><a href="#"><u>Draft Res. (Niagara Co.) attached</u></a><br/> <a href="#"><u>Draft Res. (Genesee Co.) attached</u></a><br/> <a href="#"><u>Res. #75-223 (OTB) attached</u></a></p> | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p>2. <b>Professional Service Contract (\$5,001 or greater):</b><br/>                     Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <u>OUTSIDE COUNSEL</u>, 50 Fountain Plaza, Suite 1700, Buffalo, New York 14202-221 to investigate and commence any and all litigation to enjoin implementation and enforcement of the 2023 modification and amendment of New York Racing, Pari-Mutuel Wagering and Breeding Law §502) with an initial retainer of \$5,000.00, total amount dependent on services provided; effective _____, 2023 through closing of the financing. All invoices to be shared in equal proportionate amounts with other municipalities also being represented by said law firm in said matter. <b>(MUNIS CONTRACT #XXX)</b></p> |   | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |
| <p>3. <b>Professional Service Contract FYI (\$5,001 or greater):</b><br/>                     Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <u>Webster Szanyi LLP</u>, 424 Main Street, Suite 1400, Buffalo, New York 14202 for the provision of legal services in connection with lawsuit of <u>Buffalo Bone and Joint, PLLC</u> and <u>Paul J. Mason, M.D.</u> in an amount of \$ _____ per hour, not to exceed \$ _____, total dependent on services provided; effective _____, 2023 through closing of the financing. <b>(MUNIS CONTRACT #XXX)</b></p>   | <p>Anticipating paperwork necessary to complete agenda block...</p>   | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p> | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p> |

Committee Chair Initials: \_\_\_\_\_

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|---|------------|--------------------------------------|---------------------------------------|
| <p><b>4. Professional Service Contract (\$5,001 or greater):</b><br/>                     Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Sokoloff Stern LLP</b>, 179 Westbury Avenue, Carle Place, New York 11514 for the provision of legal services in connection with lawsuit of <i>The City of New York, et al. v. County of Rockland, et al.</i> in an amount of \$260.00/hour for partners, \$240.00/hour for associates and \$110.00/hour for paralegals (travel time also billable at above rates) together with any incurred disbursements, total dependent on services provided; effective _____, 2023 through closing of the financing. All invoices to be shared in equal proportionate amounts with other municipalities also being represented by said law firm in said matter. <b>(MUNIS CONTRACT #XXX)</b></p> |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>5. FYI:</b></p> <ul style="list-style-type: none"> <li>• MIFI obtained</li> </ul>   |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <p><b>6. Litigation/General Update</b></p>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>10:00 AM Human Resource w/D. Farberman</b>   |            |                                      |                                       |
| <p><b>1. Amend Schedule C, D, G and S Handbooks:</b><br/>                     Request approval for employees to be able to use up to five (5) of their sick days annually for the illness or injury of a family member by adding the following language to the handbook:</p> <ul style="list-style-type: none"> <li>• <i>“In addition to sick leave for an employee’s personal illness or injury, an employee may use up to five (5) days of his/her accrued sick leave per year for absences from work caused by illness or injury of a ‘family member’ as defined by FMLA.”</i></li> </ul>  |            | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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Absent:

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| Department Agenda Item  | Discussion          | Decision                             | Action                                |
|---|---------------------|--------------------------------------|---------------------------------------|
| 2. <u>Approval of Policy:</u><br>Authorize Chairwoman to sign New York State required <u>"Policy on the Rights of Employees to Express Breast Milk in the Workplace"</u> effective July 11, 2022. |                     | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| 3. <u>EAP Report</u>  |                     | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Civil Service w/D. Farberman</b>   |                     |                                      |                                       |
| 4. <u>Civil Services Update</u>   |                     | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>County Clerk w/R. Pierce</b>   |                     |                                      |                                       |
|   | ~Nothing to Report~ | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>DMV w/R. Pierce</b>  |                     |                                      |                                       |
|   | ~Nothing to Report~ | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |
| <b>Records Retention w/G. Royce</b>   |                     |                                      |                                       |
|   | ~Nothing to Report~ | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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

Next Human Resource Committee Meeting scheduled for **Tuesday, July 25, 2023 @ 9:00 AM.**

Committee Chair Initials: \_\_\_\_\_