

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...

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

Thank you!

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

Date: Tuesday, September 28, 2021 @ 9:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center & Zoom Conference Call.**

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
9:00 AM Committee Chair's Agenda			
1. <u>Fall NYSAC Conf. Resolution:</u> <ul style="list-style-type: none"> • Resolution Calling for the State of New York to Allow for County Home Rule Authority Regarding Employment Residency Requirements 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>Fall NYSAC Conf. Resolution:</u> <ul style="list-style-type: none"> • Resolution Calling for the Full Repeal of the New York State Scaffold Law or Reform to Include a Pure Standard of Comparative Negligence 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <u>Fall NYSAC Conf. Resolution:</u> <ul style="list-style-type: none"> • Resolution Calling for an Increase in the Share of Revenue Counties Retain for Providing State DMV Services 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM County Clerk w/R. Pierce			
1. Introductory Local Law "C" and Set Public Hearing "A Local Law to Continue to Impose a County Recording Tax on Obligations Secured by a Mortgage on real Property" and set the Public Hearing for October 28, 2021 @ 2:30 PM in the Wyoming County Government Center Supervisors' Chambers. **The <u>DRAFT Local Law</u> is currently under review by NYS Taxation and Finance.	**We can't go through with the Public Hearing and adoption of the local law until Governor Hochul signs the legislation. The state statute indicates the local law needs to be on the desk of the Commissioner of Taxation and Finance by November 01 in order for the local law to become effective December 1.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
DMV w/R. Pierce			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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9:30 AM County Attorney w/J. Wujcik			
1. General Update:		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:45 AM Historian w/C. Amrhein			
1. Appropriation: <i>To:</i> 017510.541010 Supplies \$133.00 017510.542301 Books <u>180.00</u> w/01751004.427050 Gifts & donations \$313.00 Reason: To appropriate funds donated for office use to be used for archival supplies and books.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. General Update:		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<ul style="list-style-type: none"> • The historic marker for the <i>National Votes for Women Trail</i> for Castile Library, honoring Cordelia Greene, is ready to install. The one for Warsaw Park, honoring the founding of the Wyoming County Political Equality Club and their booth every year at the county fair, is being cast. Still waiting to hear whether my application for Wyoming Village Hall has been approved Find out more here: https://ncwhs.org/votes-for-women-trail/ • The new edition of F. W. Beers <i>1880 History of Wyoming County, NY</i> (new introduction by myself) is in production by SUNY Press and will be for sale May 2022. Aprox. 400 pgs, hardcopy \$95.00. It is already on their website here: http://www.sunypress.edu/p-7275-history-of-wyoming-county-ny.aspx • We have received quite a few donations this month including WWI letters, Civil War letters, photographs, and the minutes of Perry School #5 which ended up in Illinois. 		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			
<p>1. Amend Salary Schedules S and G:</p> <ul style="list-style-type: none"> To remove the title of Staff Social Worker (PT – 0.71 FTE)(position # 008.594) from Salary Schedule S under PUBLIC DEFENDER and place it on Salary Schedule G, under the PUBLIC DEFENDER / Indigent Legal Services Hurrell-Harring Grant, and set the hourly rate to \$26.92, effective October 4, 2021. To remove the title of Data Management Account Clerk (FT – 1.0 FTE)(position # 009.595) from Salary Schedule S under PUBLIC DEFENDER and place it on Salary Schedule G, under the PUBLIC DEFENDER / Indigent Legal Services Hurrell-Harring Grant, and set the hourly rate to \$21.24, effective October 13, 2021. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. Position Fill:</p> <p style="text-align: center;">Public Defender</p> <p>Fill one (1) position of Staff Social Worker (PT – 0.71 FTE)(position # 008.594), on Salary Schedule G at an hourly rate of \$26.92 per hour. Person Vacating: Amanda Kastelic, effective September 10, 2021. Position Available: October 4, 2021.</p>	<p>Emergency Fill submitted for this position. If approved position will be filled prior to amendment in item #1.</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>3. Position Fill:</p> <p style="text-align: center;">Public Defender</p> <p>Fill one (1) position of Data Management Account Clerk (FT – 1.0 FTE)(position # 009.595), on Salary Schedule G at an hourly rate of \$21.24 per hour. Person Vacating: Stephanie Hendrickson, effective October 1, 2021. Position Available: October 13, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>4. Amend Salary Schedule S:</p> <ul style="list-style-type: none"> To set the salary of the Deputy County Highway Superintendent (position # 005.503) to \$65,000.00 per year; effective 09/20/21. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Positions Abolish/Create/Fill: Highway</p> <ul style="list-style-type: none"> Abolish two (2) positions of Motor Equipment Operator (Seasonal) (position #s 090.163 & 092.163), effective October 12, 2021. Abolish one (1) position of Sign Maintenance Supervisor (position # 009.500), effective October 12, 2021. Create and fill two (2) positions of Sign Maintenance Worker (1.0 FTE), on CSEA schedule B, Job Grade 9, at an hourly rate of \$19.04 – \$21.03. Position Available: October 13, 2021. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. Position Fill: Highway</p> <p>Fill one (1) position of Heavy Equipment Operator (1.0 FTE) (position # 095.163B), on CSEA Schedule B, Job Grade 9, at an hourly rate of \$19.04 – \$21.03. Person Vacating: Jonathan Fontaine, effective September 24, 2021. Position Available: October 6, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>7. Position Fill:</p> <p style="text-align: center;">Highway</p> <p>Fill one (1) position of <u>Bridge Construction Supervisor</u> (1.0 FTE) (position # 036.126), on CSEA Schedule B, Job Grade 11, at an hourly rate of \$20.24 – \$22.75. Person Vacating: James Kemp, effective July 6, 2021. Position Available: October 6, 2021</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>8. Amend Salary Schedule D:</p> <ul style="list-style-type: none"> Set the annual salary of the Director of Veterans Services (position code 001.106) at \$42,000.00, effective September 13, 2021. Upon successful completion of required accreditation training incumbent will be eligible for an increase in salary of \$1,000.00 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>9. Position Create/Fill:</p> <p style="text-align: center;">Health Department</p> <p>Create and fill one (1) position of <u>Fellowship Coordinator</u>, (1.0 FTE) and place on Salary Schedule G under the NYS PUBLIC HEALTH CORPS FELLOWSHIP PROGRAM THROUGH HEALTH RESEARCH, INC./NYS DOH (AS APPROVED BY RES. #21-XXX; EFF. 10/12/21) at annual salary of \$60,000.00. Position Available: October 13, 2021. Benefit package consistent with current CSEA Bargaining Agreement.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>10. Position Create/Fill: Social Services Create and fill one (1) position of <u>Social Services Program Specialist Trainee</u> (1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Person vacating the Social Services Program Specialist position: C. Purdy. Position Available: November 3, 2021. *Promoted to Social Services Program Specialist (position # 143.359) (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist.</p>	<p>Emergency approval request has been submitted for this agenda item.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>11. Position Create/Fill: Social Services Create and fill one (1) position of <u>Social Services Program Specialist Trainee</u> (1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Person vacating the Social Services Program Specialist position: C. Hinz Position Available: October 6, 2021. *Promoted to a Social Services Program Specialist (position # 119. 359) (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>12. Position Fill: Social Services Fill one (1) position of <u>Data Entry Machine Operator</u> (1.0 FTE) (position # 109.073), on CSEA Schedule A, Job Grade 4, at an hourly rate of \$17.10 – \$18.82. Person Vacating: Marilyn Jorrdan, effective October 2, 2021. Position Available: October 6, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>13. Position Fill: Social Services Fill one (1) position of Account Clerk (1.0 FTE) (<i>position # 009.002</i>), on CSEA Schedule A, Job Grade 4, at an hourly rate of \$17.10 – \$18.82. Person Vacating: Elaine Beck, effective October 2, 2021. Position Available: October 6, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>14. Position Fill: Social Services Fill one (1) position of Account Clerk (1.0 FTE) (<i>position # 140.002</i>), on CSEA Schedule A, Job Grade 4, at an hourly rate of \$17.10 – \$18.82. Person Vacating: Cassandra Reding, effective September 17, 2021. Position Available: October 6, 2021.</p>	<p>Emergency approval request has been submitted for this agenda item.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>15. Reinstate/Fill Position: Office for the Aging Reinstate and fill one (1) position of Meal Site Manager, PT (Position Code # 010.151) on Salary Schedule F. Salary is set at \$12.50/hr. per Res. #21-089, which states to remain competitive with NYS minimum wage indefinitely. This position was made vacant 06/01/2020 due to COVID-19 lay off. Position available 10/15/21.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>16. Appropriation: To: 011430.541204 Advertising \$20,000.00 w/any funds available Reason: Expanded advertising region and additional higher cost one-off advertisements.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
17. Adopt County Policies: Review, approve, and adopt the following attached policies: <ul style="list-style-type: none"> • Personnel Files • Recovery of Overpayments for Represented and Non-represented employees <ul style="list-style-type: none"> ○ Revisions pending 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
18. Discussion Items: <ul style="list-style-type: none"> • Vaccination Update • Annual COLA non-represented salary adjustment implementation. • Misc. items that may require an Executive Session <ul style="list-style-type: none"> ○ Collective Bargaining 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
19. Civil Service update for September 2021		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Records Retention w/G. Royce			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Board of Elections w/J. Schlick & H. Bush			
	~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, October 26, 2021 @ 9:00 AM.**