

HUMAN RESOURCE COMMITTEE MEETING MINUTES

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

Thank you!

Date: Tuesday, May 30, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2nd floor of the government center.*

Present: **King, Becker**, Kehl, Grant, Roche, McCormick (9:11 AM), Leuer (9:03 AM)

Absent:

Also Present: C. Ketchum/Board Clerk; J. Wilkinson/Co. Atty.; J. Cook/Budget Officer; D. Farberman/HR Director; R. LaWall/Co. Treasurer (9:04 AM); E. J. Gozelski, T/Castile; D. Granger, T/Gainesville; A. D. Berwanger, T/Arcade (9:04 AM); B. Ryan/Board Chair; J. Davis, T/Covington (9:15 AM)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM - Board of Elections w/J. Schlick & H. Bush			
1. Professional Service Contract (\$5,001 or greater): Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Toshiba America Business Solutions , 180 Kenneth Drive, Suite 200, Rochester, New York 14623, for maintenance contract for copier usage (to go along with the new copier the BOE is purchasing), in the amount of \$.0047 per page; effective one year from delivery of the machine and will auto renew annually for the life of the copier.. (MUNIS CONTRACT #1496/repository)		Motion: Roche Ayes: 5 Noes: Absent: 2 McCormick, Leuer	Carried: XXX Defeated: Referred to: *RESOLUTION
2. Disposition of Fixed Assets (permanent disposal only): <ul style="list-style-type: none"> • Declare surplus and dispose of one Toshiba black and white copier. Copier has reached end of life. 		Motion: Roche Ayes: 5 Noes: Absent: 2 McCormick, Leuer	Carried: XXX Defeated: Referred to: APPROVED
3. Review S.3505/A.4282, AN ACT to amend the town law, the village law, the county law and the election law, in relation to moving certain elections to even-numbered years.	<u>See attached 05/23/23 e-mail from Sandy (Prusak) Biehl</u>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM - Historian w/C. Amrhein			
<i>At 9:03 AM Supervisor Leuer, T/Middlebury entered the meeting during the below agenda item.</i>			
<i>At 9:04 AM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
1. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> • PastPerfect Online Hosting, 300 N. Pottstown Pike, Suite 200, Exton, PA 19341 for one year online record hosting \$380.00/yr.; effective June 19, 2023 through June 18, 2024. (MUNIS CONTRACT #1544)Pending County Attorney review 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Department Agenda Item	Discussion	Decision	Action
County Attorney w/J. Wilkinson			
<p>1. Overnight Travel Authorization: J. Nunnery to attend NY Public Welfare Association 154th Annual Summer Conference, Change, Challenge & Opportunity, The Saratoga Hilton Hotel, Saratoga Springs, New York, July 16-19, 2023. Registration fee of \$209.00 to be paid by County Attorney); DSS to pay for hotel and meals; personal car will be used; County Attorney to reimburse for mileage and tolls.</p>		<p>Motion: Kehl Ayes: 6 Noes: Absent: 1 McCormick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">APPROVED</p>
<p>2. FYI –</p> <ul style="list-style-type: none"> • 2023-2024 State Budget Summary as it relates to Assigned Counsel <ul style="list-style-type: none"> ○ Planning on tracking additional cost. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<i>At 9:11 AM Supervisor McCormick, T/Java entered the meeting during the below agenda item.</i>			
<p>3. FYI –</p> <ul style="list-style-type: none"> • MIFI Purchase 	<p>To allow laptop security when out of office</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>4. Litigation/General Update.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

At 9:12 AM the committee entered into a discussion with the attorney over legal matters, a privileged attorney / client discussion pursuant to §4503 of the Civil Practice Law and Rules...

Everyone remained.

At 9:14 AM Supervisor Berwanger left this session.

At 9:15 AM Supervisor Davis, T/Covington entered the session

At 9:18 AM the committee resumed the regular meeting.

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Department Agenda Item	Discussion	Decision	Action
Human Resource w/D. Farberman			
<p>1. <i>Updated Wyoming County Sexual Harassment Prevention Policy Approved</i></p> <ul style="list-style-type: none"> • <i>Wholly adopting recommended language handed down by NYS. Replacing all prior approved sexual harassment policies.</i> 	<p><u>See attached.</u></p>	<p>Motion: Kehl Ayes: 7 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>
<p>2. <i>Discussion Items:</i></p> <ul style="list-style-type: none"> • OB / Peds Clinic Update <ul style="list-style-type: none"> ○ Last day to see patients will be June 01, 2023 ○ 10 of the 11 nurses impacted by this closing have been reassigned to other parts of the hospital 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><i>At 9:25 AM Supervisor Berwanger, T/Arcade returned to the meeting during the below agenda item.</i></p>			
<ul style="list-style-type: none"> • COVID vaccine requirement has been lifted. <ul style="list-style-type: none"> ○ The department has begun canvassing employees who left voluntarily an involuntarily to see if there is an interest in returning to work. ○ A few unanswered questions to vet. • Deferred Comp Plan Changes (Secure Act 2.0) <ul style="list-style-type: none"> ○ ROTH IRA catch up options • Supervisory Training Report <ul style="list-style-type: none"> ○ A list of Dept. Heads that did not attend either of the training sessions was given to Chairwoman Ryan. • <u>EAP Report</u> • ACS/MUNIS Conversion Database <ul style="list-style-type: none"> ○ Issues with conversion were discussed. • There was an issue in the department last week while the Director was out that required calling Law Enforcement. <ul style="list-style-type: none"> ○ Requesting some type of physical boundary; has reached out to Buildings & Grounds for assistance • Jail Mediation Update 			
<p><i>At 9:41 AM there was a motion by Supervisor Roche to enter an executive session to discuss collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law). This was seconded by Supervisor McCormick and all voted aye. Treasurer LaWall exited the meeting. Everyone else remained.</i></p> <p><i>At 9:53 AM there was a motion by Supervisor McCormick to end the executive session and continue the regular meeting. This was seconded by Supervisor Roche and all voted aye.</i></p>			

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Department Agenda Item	Discussion	Decision	Action
Civil Service w/D. Farberman			
1. <u>May 2023 Civil Service update</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM 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 *C. Ketchum*).

Next Human Resource Committee Meeting scheduled for **Tuesday, June 27, 2023 @ 9:00 AM.**

Committee Chair Initials: _____