

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, June 27, 2023 @ 9:00 AM

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

Present: **King, Becker**, Kehl, Grant, Roche, McCormick (9:35 AM), Leuer

Absent:

Also Present: C. Ketchum/Board Clerk; J. Wilkinson/Co. Attorney; B. Ryan/Board Chair; E. J. Gozelski, T/Castile; D. Granger, T/Gainesville (8:57 AM); A. D. Berwanger, T/Arcade (9:05 AM); S. May, T/Orangeville (9:08 AM); J. Davis, T/Covington (9:25 AM)

Department Agenda Item	Discussion	Decision	Action								
9:00 AM Board of Elections w/J. Schlick & H. Bush											
<i>At 8:57 AM Supervisor Granger, T/Gainesville entered the meeting during the below agenda item.</i>											
<i>At 9:05 AM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>											
<p>1. Amend Resolution #21-335: 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 the Technology Innovation and Election Resource (TIER) Grant Program 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"> Extend the end contract date from 1/27/22 to 1/28/24 Accept additional funds of \$3,589.18 <p style="color: blue;">(MUNIS CONTRACT #1585) <i>Posted status due to workflow issue</i></p>		Motion: Grant Ayes: 6 Noes: Absent: 1 McCormick	Carried: XXX Defeated: Referred to:								
<p>2. Appropriation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">To: 011450.541401 Maint. Agreement</td> <td style="text-align: right;">\$5,300.00</td> </tr> <tr> <td>011450.540947 Election Software</td> <td style="text-align: right;">18,717.69</td> </tr> <tr> <td>011450.541211 Election Expenses</td> <td style="text-align: right;">200.00</td> </tr> <tr> <td>w/01145005.430890 Other State Aid</td> <td style="text-align: right;">\$24,217.69</td> </tr> </table> <p>Reason: Funding for Technology Innovation and Election Resource (TIER) Grant Program.</p>	To: 011450.541401 Maint. Agreement	\$5,300.00	011450.540947 Election Software	18,717.69	011450.541211 Election Expenses	200.00	w/01145005.430890 Other State Aid	\$24,217.69	<p style="color: red;"><i>Post Committee discussion with R Dep Comm. Biehl was to withdraw Agenda Items #1 & #2. Further information was received by NYS Board of Elections.</i></p>	Motion: Grant Ayes: 6 Noes: Absent: 1 McCormick	Carried: XXX Defeated: Referred to:
To: 011450.541401 Maint. Agreement	\$5,300.00										
011450.540947 Election Software	18,717.69										
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			*RESOLUTION								
			FINANCE								

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Absent:

Also Present: C. Ketchum/Board Clerk; J. Wilkinson/Co. Attorney; B. Ryan/Board Chair; E. J. Gozelski, T/Castile; D. Granger, T/Gainesville (8:57 AM); A. D. Berwanger, T/Arcade (9:05 AM); S. May, T/Orangeville (9:08 AM); J. Davis, T/Covington (9:25 AM)

Department Agenda Item	Discussion	Decision	Action								
<p>3. Amend Resolution No. 22-496: 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"> • Extend the end contract date from 12/31/22 to 12/31/23 • Accept additional funds of \$16,862.67 <p style="color: red; font-weight: bold;">(MUNIS CONTRACT CO #736) <i>Approved status upon dept release into Munis</i></p>	<p>Absentee Ballot Pre-Paid Postage Grant Program</p>	<p>Motion: Kehl Ayes: 6 Noes: Absent: 1 McCormick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>								
<p>4. Appropriation:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">To: 011450.541201 Postage</td> <td style="text-align: right;">\$7,785.44</td> </tr> <tr> <td>011450.540603 Postage Machine</td> <td style="text-align: right;">7,877.23</td> </tr> <tr> <td>011450.541211 Election Expenses</td> <td style="text-align: right;"><u>1,200.00</u></td> </tr> <tr> <td>w/011450.05.430890 Other State Aid</td> <td style="text-align: right;">\$16,862.67</td> </tr> </table> <p>Reason: For Absentee Ballot Prepaid Postage Grant Program.</p>	To: 011450.541201 Postage	\$7,785.44	011450.540603 Postage Machine	7,877.23	011450.541211 Election Expenses	<u>1,200.00</u>	w/011450.05.430890 Other State Aid	\$16,862.67		<p>Motion: Kehl Ayes: 6 Noes: Absent: 1 McCormick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
To: 011450.541201 Postage	\$7,785.44										
011450.540603 Postage Machine	7,877.23										
011450.541211 Election Expenses	<u>1,200.00</u>										
w/011450.05.430890 Other State Aid	\$16,862.67										
<p><i>At 9:08 AM Supervisor May, T/Orangeville entered the meeting during the below agenda item.</i></p>											
<p>5. Position Fill / Amend Salary Schedule S: Board of Elections One (1) position of Deputy Commissioner (R) (1.00 FTE) (position code 004.502) currently on Schedule S at \$44,204.00. Set salary on Schedule S at \$39,204.00. On January 01, 2024 after meeting pre-established goals and receiving a satisfactory performance evaluation salary is increased to match the Deputy Commissioner (D) including eligibility for the 2024 COLA increase. Person vacating: Sandra Biehl, effective July 9, 2023. Position available: July 10, 2023.</p>	<p><i>Added under BOE; came through HR Agenda only</i></p>	<p>Motion: Becker Ayes: 6 Noes: Absent: 1 McCormick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>								

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Department Agenda Item	Discussion	Decision	Action
9:15 AM Historian w/C. Amrhein			
<p>1. Appropriation: To: 017510.541010 Supplies \$1,000.00 w/01751003.426550 Book Sales \$1,000.00 Reason: To fulfill donor's request of the proceeds of the sale of Beers Wyoming County History books to benefit the office.</p>		<p>Motion: Leuer Ayes: 6 Noes: Absent: 1 McCormick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">FINANCE</p>
<p>2. Updates:</p> <ul style="list-style-type: none"> 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. 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. I was asked to do some research on elements of a "cold case" for the NYSP. 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. I finished some historical mapping and deed research of the Warsaw Cemetery back to 1850 to help the town of Warsaw. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
9:30 AM County Attorney w/J. Wilkinson			
<p>1. FYI: 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><u>Draft Res. (Niagara Co.) attached</u> <u>Draft Res. (Genesee Co.) attached</u> Wyoming County resolution approving membership <u>Res. #75-223 (OTB) attached</u></p> <p>Livingston, Genesee and Niagara counties are moving forward.</p>	<p>Motion to use Niagara County resolution as Wyoming County template: Kehl Ayes: 6 Noes: Absent: 1 McCormick</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: center;">*RESOLUTION</p>

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Department Agenda Item	Discussion	Decision	Action
<p>4. Professional Service Contract (\$5,001 or greater): Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Sokoloff Stern LLP, 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> per amounts indicated on fee schedule, not to exceed \$10,000.00, total dependent on services provided; effective July 12, 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. (MUNIS CONTRACT #XXX)</p>	<p>Split equally among participating counties.</p>	<p>Motion: Becker Ayes: 6 Noes: 1 Leuer Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">NC RESOLUTION</p>
<p><i>Supervisor Leuer, T/Middlebury requested to offer a point of clarity. He stated that at no time was there a conversation with the entire Board of Supervisors prior to Chairwoman Ryan's issuance of the May 18, 2023 State of Emergency and Emergency Local Orders relative to the above lawsuit. He felt that her actions were overreaching. Chairwoman Ryan rebutted that she did provide Supervisors with prior notice after consulting with several effected social service program providers and indicated that time was of the essence in response to comments made by another county relative to their lack of a health care facility. Supervisor Leuer, T/Middlebury felt that more conversation should have been had with the Board of Supervisors prior to issuing the State of Emergency and Local Emergency Orders.</i></p>			
<p>5. FYI:</p> <ul style="list-style-type: none"> • MIFI obtained 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. Litigation/General Update</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

At 9:43 AM the committee entered into a discussion with the county attorney over legal matters, a privileged attorney / client discussion pursuant to §4503 of the Civil Practice Law and Rules. Supervisors Berwanger, T/Arcade and Becker, T/Sheldon left the meeting. Everyone else remained. Supervisor Becker returned to the meeting at 9:46 AM. This discussion concluded at 9:54 AM.

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Department Agenda Item	Discussion	Decision	Action
10:00 AM Human Resource w/G. Kolo			
1. <i>Amend Schedule C, D, G and S Handbooks:</i> 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: <ul style="list-style-type: none"> • <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> 	<i>A current benefit to CSEA employees.</i>	Motion: Leuer Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: * RESOLUTION
2. <i>Approval of Policy:</i> <ul style="list-style-type: none"> • 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: Roche Ayes: 7 Noes: Absent:	Carried: XXX Defeated: Referred to: * RESOLUTION
3. <u>EAP Report</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
4. <u>Civil Services Update</u>		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:

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Department Agenda Item	Discussion	Decision	Action
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, July 25, 2023 @ 9:00 AM.**