Click to Search
or push Ctrl F

RECEIVED
JAN 31 1992
le

PERSONNEL COMMITTEE

January 30, 1992

Present: Kenneth Nielsen, Alton Sylor, Richard Miess, Maynard Boyce, Ruth Faulkner, Delores Cross and Jack Rosell.

Minutes of the December 18, 1991 meeting were approved by motion from Richard Miess, seconded by Maynard Boyce and carried.

Bills, Hartford and Blue Cross audits were approved for payment by motion from Richard Miess, seconded by Ruth Faulkner and carried.

Request was received from Veterans' Service Agency for approval of County Veterans Service Officers Association dues of $25.00. Motion was made by Maynard Boyce, seconded by Ruth Faulkner and carried to approve membership of the Director of Veterans' Service Agency in the County Veterans Service Officers Association. PREPARE RESOLUTION

Motion was made by Alton Sylor and seconded by Ruth Faulkner to have the County Attorney prepare a resolution for the re-appointment of Duane Griswold as Veterans' Service Agency Director for the period 01/02/92 - 12/31/92. Motion carried. PREPARE RESOLUTION

Mr. Nielsen received a request from Larry Wilson over the weekend for approval to attend a conference in Albany January 27th and January 28th. The request was approved by Mr. Nielsen but now needs committee approval. Motion was made by Ruth Faulkner, seconded by Richard Miess to approve request. Motion carried.

Jack noted that Unemployment Insurance for the fourth quarter was $10,939.50. Seventeen people from various county departments are receiving unemployment benefits.

Jack stated that Blue Cross rates increased effective 1/1/92, 30% for Single policy, 19% for Family policy. Discussion was held regarding other options or alternatives. This will be looked into.

Jack reported on a recent grievance hearing with the Department of Public Works, which pertained to payment of overtime.

Jack discussed with the committee the abolishment of positions in the Department of Social Services.

Motion was made by Alton Sylor, seconded by Maynard Boyce to go into Executive Session.

After returning to regular session, discussion was held regarding the status of the Employee Assistance Program. William Bowler of Employee Services, Inc. had contacted Mr. Nielsen regarding the program. It was suggested that Mr. Nielsen address the Ways and Means Committee regarding the program.

Meeting adjourned.

NOT APPROVED

RECEIVED
FEB 26 1992

J. Morgan

PERSONNEL COMMITTEE

February 26, 1992

Present: Kenneth Nielsen, Alton Sylor, Richard Miess, Maynard Boyce, Ruth Faulkner, Keith Palmiter, Delores Cross, Jack Rosell.

Minutes of the January 30, 1992 meeting were approved by motion from Alton Sylor, seconded by Richard Miess and carried.

Bills, Blue Cross and Hartford audits were approved for payment by motion from Richard Miess, seconded by Maynard Boyce and carried.

Jack reported the County lost the Nurses' arbitration due to past practice. The County will pay half of the arbitration fee of $416.00.

Arbitration case with the Union and the County Department of Public Works is scheduled for March 2nd.

Mr. Nielsen stated that at the March meeting the committee would be reviewing administrative salaries.

Health insurance rates and alternatives were discussed.

Jack discussed civil service matters with the committee pertaining to Bolivar School District and the layoffs in Social Services.

Meeting adjourned.

RECEIVED
MAR 26 1992

PERSONNEL COMMITTEE

March 25, 1992

J. Margeson

Present: Kenneth Nielsen, Richard Miess, Ruth Faulkner, Delores Cross and Jack Rosell.

Minutes of the February 26, 1992 meeting were approved by a motion from Richard Miess, seconded by Ruth Faulkner and carried.

Bills, Blue Cross and Hartford audits were approved for payment by a motion from Ruth Faulkner, seconded by Richard Miess and carried.

Request was received from the Board of Elections to transfer $65.00 from 1450.419 to 1450.411. Motion was made by Richard Miess, seconded by Ruth Faulkner to approve request. Motion carried.

Requests were received from Larry Wilson, Margaret Gordon and Joyce Bledsoe to attend a New York State Board of Elections conference in Albany May 11-13. Motion was made by Richard Miess, seconded by Ruth Faulkner to approve requests. Motion carried.

Jack gave the committee health insurance alternatives and the projected savings.

It was suggested to contact Brian Baty to attend the April 29th Personnel Committee meeting to discuss health insurance alternatives and savings.

Jack discussed with the committee the status of proposed layoffs in Social Services.

Jack reported to the committee the Public Works arbitration was settled before the arbitration started.

Jack discussed with the committee the most recent grievances from Public Works.

A special Personnel Committee meeting was set for April 9th at 1:30 p.m.

The Personnel Committee meeting scheduled on May 27th has been changed to May 20th at 9:00 a.m.

Meeting adjourned.

NOT

RECEIVED
APR 13 1992
ee

J. Margeson

SPECIAL PERSONNEL COMMITTEE MEETING

April 9, 1992

Present: Kenneth Nielsen, Delores Cross, Richard Miess, Alton Sylor, Ruth Faulkner, Clair Wentworth, John Margeson and Jack Rosell.

Meeting was held in attorney/client session.

NOT APPROVED

RECEIVED
APR 30 1992
J. Margeson

PERSONNEL COMMITTEE

April 29, 1992

Present: Kenneth Nielsen, Alton Sylor, Maynard Boyce, Keith Palmiter, Richard Miess, Ruth Faulkner, Delores Cross and Jack Rosell.

Minutes of the March 25, 1992 meeting were approved. Minutes of the April 19, 1992 committee meeting were approved with the correction of "executive session" instead of "attorney/client session." Motion was made by Alton Sylor, seconded by Richard Miess. Carried.

Bills, Hartford and Blue Cross audits were approved for payment by a motion from Alton Sylor, seconded by Richard Miess and carried.

Jack reported that the first quarter unemployment for 1992 is $15,000.

Motion was made by Richard Miess, seconded by Ruth Faulkner to compensate the Bridge Crew that attended the special Personnel Committee meeting on April 10, 1992 with regular time, not personal or vacation. Motion carried. Voting No: Alton Sylor.

Discussion was held regarding the County's sexual harrassment policy. Copies of the policy were distributed.

Jack informed the committee that to compensate Dan Washburn as Acting Director of the Office for the Aging, a resolution should come from Health Services.

Request was received from Margaret Gordon and Joyce Bledsoe to attend a Regional Seminar in Management and Administration on May 18, 1992 at Batavia. Motion was made by Alton Sylor, seconded by Maynard Boyce to approve requests. Carried.

Discussion was held regarding Blue Cross coverage for retirees in groups 41909, 41911, 41912 who currently have a $50.00 deductible Major Medical standard coverage and Rider 21. It was proposed to drop Rider 21 and go to Blue Cross Major Medical 7 with $100 deductible effective July 1, 1992. Motion was made by Maynard Boyce, seconded by Alton Sylor and carried to drop Rider 21 and change the current Major Medical coverage to $100 deductible Blue Cross Major Medical 7 effective July 1, 1992 for Blue Cross Retiree Groups 41909, 41911, 41912. PREPARE RESOLUTION.

Motion was made by Maynard Boyce, seconded by Richard Miess to approve committee days for Alton Sylor and Kenneth Nielsen on April 10th and April 17th for Kenneth Nielsen. Carried.

Special meeting of Personnel Committee is scheduled for 8:30 a.m. on Friday, May 1st in Room 220.

Brian Baty of Municipal Insurance Consultants Inc. spoke to the committee regarding health coverage alternatives for Allegany County and also shared Workers' Compensation matters. It was decided to have a joint meeting of the Workers' Compensation and Personnel committees on May 20, 1992 at 10:00 a.m.

The next regular Personnel Committee meeting is scheduled for May 20th at 11:00 a.m.

Motion was made to go into attorney/client session by Alton Sylor, seconded by Maynard Boyce and carried.

Motion was made by Alton Sylor to return to regular session, seconded by Maynard Boyce and carried.

Meeting adjourned.

J. Morgeson

NOT APPROVED

RECEIVED
MAY 1 1992
le

SPECIAL PERSONNEL COMMITTEE MEETING

May 1, 1992

Present: Kenneth Nielsen, Ruth Faulkner, Richard Miess, Maynard Boyce, Alton Sylor, Delores Cross, Jack Rosell and Richard Young.

Meeting was held in executive session.

NOT APPROVED

RECEIVED
MAY 12 1992

J. Morgan

PERSONNEL COMMITTEE

May 11, 1992

Present: Kenneth Nielsen, Alton Sylor, Delores Cross, Richard Miess, Maynard Boyce and Jack Rosell.

Jack explained Civil Service Law regarding a Public Works employee's change. The employee has rights to a hearing under Section 75 of Civil Service Law, if he desires.

Discussion was held regarding salary for Cleaning Supervisor, which should have been set by the Personnel Committee. Motion was made by Alton Sylor, seconded by Maynard Boyce to set the rate of $9/hour for 15 weeks for the Cleaning Supervisor. Motion carried.

The Committee will meet with a representative from a counseling agency Friday, May 15th at 1:00 p.m.

Meeting adjourned.

NOT APPROVED

PERSONNEL COMMITTEE

May 15, 1992

RECEIVED
MAY 18 1992
W

J. Margeson

Present: Kenneth Nielsen, Ruth Faulkner, Delores Cross, Richard Miess, Maynard Boyce, Alton Sylor, and Jack Rosell.

Committee met in Executive Session.

NOT APPROVED

RECEIVED
MAY 21 1992
ll

PERSONNEL COMMITTEE

May 20, 1992

J. Margeson

Present: Kenneth Nielsen, Alton Sylor, Ruth Faulkner, Delores Cross, Maynard Boyce, Richard Miess, John Margeson and Jack Rosell.

Minutes of the April 29, May 1, May 11 and May 15 committee meetings were approved by motion from Richard Miess, seconded by Maynard Boyce and carried.

Bills, Blue Cross and Hartford audit were approved by motion from Maynard Boyce, seconded by Ruth Faulkner and carried.

Jack stated that a resolution was needed to grant July increments to certain eligible employees effective July 1, 1992. Motion was made by Richard Miess, seconded by Alton Sylor and carried. PREPARE RESOLUTION

Requests were received from Larry Wilson, Margaret Gordon, Joyce Bledsoe and Elaine Herdman to attent a Commissioners Association Meeting, June 23-24 at Cooperstown, New York. Motion was made by Alton Sylor, seconded by Maynard Boyce to approve requests. Motion carried. It was noted that Elections is to be notified to provide more information with future requests, i.e., lodging accomodations, cost.

Referral was received from Planning and Development Committee to prepare a resolution to change a Typist position in the Employment and Training Office to Clerk, based on findings of a classification review by the Personnel/Civil Service Department. Motion was made by Maynard Boyce and seconded by Alton Sylor to abolish one position of Typist and create one position of Clerk in the Employment and Training Office. Motion carried. PREPARE RESOLUTION

Jack reported that former Road Maintenance Supervisor, James Buzzard, has requested a Section 75 hearing, according to Civil Service Law.

The committee met in attorney/client session.

The committee requested that a Blue Cross representative be present at the June 24th Personnel Committee meeting.

Meeting adjourned.

NOT APPROVED

NOT APPROVED

RECEIVED JUN 29 1992

RECEIVED JUN 25 1992

PERSONNEL COMMITTEE

June 24, 1992

Present: Kenneth Nielsen, Alton Sylor, Richard Miess, Maynard Boyce, Ruth Faulkner, Delores Cross and Jack Rosell

Minutes of the May 20th committee meetings were approved by motion from Alton Sylor, seconded by Maynard Boyce and carried.

Jack stated that a resolution was needed to grant a July increment to an eligible employee effective July 1, 1992. Motion was made by Richard Miess, seconded by Ruth Faulkner and carried. PREPARE RESOLUTION

Jack explained that due to a classification review in the Tax Department by the Personnel Department, one position of Tax Map Technician should be abolished and one position of Account Clerk Typist created effective August 1, 1992. Motion made by Alton Sylor to abolish Tax Map Technician position and create Account Clerk Typist position, seconded by Maynard Boyce and carried. PREPARE RESOLUTION

Jack stated that he has received a letter from the New York State Nurses' Association indicating intent to negotiate.

Jack reported that he would be attending a seminar June 25th in Cuba sponsored by the New York State Department of Labor.

Jack explained the purchase of laminated posters dealing with New York State law regarding minimum wage, equal employment opportunity, job safety, etc.

Jack referred to a copy of a letter from the Union regarding a maintenance position which he had no knowledge of. He would be in contact with the AFSCME president regarding this.

Jack requested that, because of increased computer work at the Treasurer's Office that the Personnel Office is required to do, at least one terminal preferably two be placed in the Personnel Office. Debbie Button estimated the cost at $1,000. Motion was made by Alton Sylor, seconded by Richard Miess to refer to Central Services. Motion carried.

Mr. Nielsen requested that the Department Head salary study be presented at the July committee meeting.

Mr. Nielsen also stated that Mr. William Bowler of Employee Services had been in contact stating prices quoted previously would remain the same in spite of increased costs and additional benefits, if the county was still interested in the program. Mr. Nielsen will contact Mr. Bowler to hold the proposal, if possible, until the new fiscal year.

The committee met with Tony Barroso, Blue Cross Benefits Consultant and Don Hoisek, Blue Cross Union Labor Representative regarding cost-saving measures, current coverage, etc. Mr. Barroso will compile information including coverage and costs of the items discussed for the committee.

Bills, Blue Cross and Hartford audit were approved for payment by a motion from Alton Sylor, seconded by Richard Miess and carried.

Meeting adjourned.

NOT APPROVED

RECEIVED
JUL 30 1992
le

J. Margeson

PERSONNEL COMMITTEE

July 29, 1992

PRESENT: Kenneth Nielsen, Alton Sylor, Richard Miess, Maynard Boyce, Ruth Faulkner, John Margeson and Jack Rosell.

Minutes of the June 24, 1992 committee meeting were approved by motion of Maynard Boyce, seconded by Alton Sylor and carried.

Bills, Blue Cross and Hartford audit were approved for payment by a motion from Ruth Faulkner, seconded by Alton Sylor and carried.

John Margeson presented a bill for $800 for services from O.D.A. Ways and Means referred the bill back to Personnel as to how to proceed with payment. Mr. Nielsen will contact O.D.A. again regarding the cost.

Jack explained that the civil service Section 75 hearing for Department of Public Works employee set for July 24 was cancelled at his request and has been rescheduled for August 28, 1992.

Jack reviewed several of the grievances now in progress.

The maintenance position referred to in the June 24 minutes is a vacant cleaner position in the Union. The plan was to fill the position through Department of Social Services and/or Employment and Training Office without paying union dues. The Union refused.

Second quarter unemployment was $13,728.

Jack distributed an Absenteeism Report of County Departments for one quarter and reviewed it with the committee.

Jack reviewed a Department Head salary survey and distributed copies to the committee.

The committee reviewed the Personnel Department budget. Motion was made to approve .4 accounts by Richard Miess, seconded by Ruth Faulkner and carried.

The committee reviewed the Veterans Service Agency budget. .4 accounts were approved by a motion from Alton Sylor, seconded by Ruth Faulkner and carried.

Meeting adjourned.

NOT APPROVED

PERSONNEL COMMITTEE

AUGUST 26, 1992

RECEIVED
AUG 27 1992

Present: Kenneth Nielsen, Richard Miess, Ruth Faulkner, Maynard Boyce, Alton Sylor, Delores Cross and Jack Rosell

J. Morgesen

Minutes of the July 29, 1992 committee meeting were approved by motion from Maynard Boyce, seconded by Richard Miess and carried.

Bills, Blue Cross and Hartford audit were approved for payment by a motion from Richard Miess, seconded by Maynard Boyce and carried.

The committee reviewed the budget for the Board of Elections. Motion was made to accept .2 and .4 accounts as presented by Ruth Faulkner, seconded by Maynard Boyce and carried.

The committee reviewed the budget for the County Clerk's Office. Motion was made by Alton Sylor to approve .2 and .4 accounts as presented, seconded by Richard Miess and carried

Jack reported that a desk audit was requested for a position in the Health Department held by Pam Reynolds. This will be done as soon as possible.

The Section 75 hearing scheduled for 8/28/92 for Department of Public Works employee Jim Buzzard has been cancelled due to a settlement according to a letter received from Tom Miner, Assistant County Attorney. Jack stated there may be charges from the Hearing Officer because he was not notified by the requried number of days of the cancellation.

Motion was made by Maynard Boyce, seconded by Richard Miess to refer the purchase request of computers for the County Clerk's office to the Central Services Committee. Motion carried.

Motion was made to go into executive session by Richard Miess, seconded by Alton Sylor and carried.

In regular session a motion was made by Ruth Faulkner, seconded by Richard Miess to amend the Personnel budget to add a line item for Employee Assistance program the expense of $7,500. Motion carried. Voting no - Alton Sylor

Meeting adjourned.

Margeson

NOT APPROVED

RECEIVED
OCT 2 1992
KHP

PERSONNEL COMMITTEE

September 30, 1992

Present: Kenneth Nielsen, Richard Miess, Maynard Boyce, Alton Sylor, Ruth Faulkner, Delores Cross, John Margeson and Jack Rosell.

Minutes of the August 26, 1992 meeting were approved by motion from Richard Miess, seconded by Maynard Boyce and carried.

Bills, Blue Cross and Hartford audits were approved by motion from Maynard Boyce, seconded by Richard Miess and carried.

Request for transfer of funds was received from Board of Elections totalling $1,527 from accounts .405, .409, .419, .421, to .401. Motion was made by Alton Sylor to approve request, seconded by Maynard Boyce and carried.

Request for transfer of funds was received from Personnel Department totalling $100 from account .424 to .429. Motion was made by Richard Miess, seconded by Ruth Faulkner and carried.

Discussion was held regarding budget cuts in the Personnel Department budget, specifically $7,500 budgeted for the Employee Assistance Program. Motion was made by Richard Miess, seconded by Delores Cross to have monies reinstated by budget officer. Motion carried. Voting No - Alton Sylor.

Jack read the referral from Department of Public Works to raise the hourly rate for summer laborers from $4.50 to $5.50. The Committee opposed increasing the rate.

The Committee reviewed the request of upgrading the title of Physically Handicapped Children's Program Coordinator in the Non-Unit Salary Plan from grade 7 to grade 14. After discussion a motion was made by Richard Miess, seconded by Ruth Faulkner to remove the title of Physically Handicapped Children's Program Coordinator from grade 7 and place in grade 9 of the Non-Unit Salary Plan. Motion carried.
PREPARE RESOLUTION

Jack reported that the disciplinary hearing in the Sheriff's Department was cancelled.

A Labor-Management meeting was held September 29th to discuss grievances in the Department of Public Works.

The County will be going to arbitration regarding the 4th of July pay for Department of Public Works employees. No date has been set.

Discussion was held regarding Blue Cross retiree groups' coverage. It was decided to have Jack Rosell, John Margeson, Kenneth Nielsen and Ellen Ruckle review this before the next meeting.

Discussion was held regarding direct payment health plan under Section 125 of the IRS code. It was decided to invite someone to speak to the committee about this at the next meeting, if possible.

Joe Presutti requested permission to fill a vacant Index Clerk position. Motion was made by Ruth Faulkner, seconded by Maynard Boyce to approve filling the Index Clerk position. Motion carried.

Jack explained that the State has amended County Law in regard to hours of work and office hours. The Committee recommended the offices of County Clerk, County Treasurer, Clerk of the Board, and civil offices of the Sheriff be allowed to have summer hours commence in June and set flex hours to correspond with the rest of the County offices. The Committee also recommended that the day after Thanksgiving be designated as a County holiday, in place of Election Day, for all non-unit personnel. Moved by Alton Sylor, seconded by Ruth Faulkner and carried. PREPARE RESOLUTION

It was noted that the October Personnel Committee meeting will be October 21st at 11:00 a.m.

Meeting adjourned.

NOT APPROVED

PERSONNEL COMMITTEE

OCTOBER 21, 1992

Rcv'd 9/21/92 J. Margeson

PRESENT: Kenneth Nielsen, Alton Sylor, Richard Miess, Delores Cross, John Margeson, James Mulholland and Jack Rosell. Guest: Elizabeth Schaab

The minutes from the previous meeting were approved on motion by Alton Sylor, seconded by Dick Miess. Motion carried.

There was a discussion held concerning Blue Cross.

For the Committee's information, Jack reported that the Unemployment for the 3rd quarter was $5,500.

Jack reported to the Committee that the Union Representative contacted him and wanted to know why he and the Union President learned about possible layoffs, etc. through the newspaper.

Jack informed the Committee of an illegal Police Officer in Friendship. He explained to the committee what was going on and that the officer was now legally temporarily appointed.

Jack reported that dates have been set with the Nurse's for negotiations starting in November.

Bills were audited and approved on motion by Dick Miess, seconded by Alton Sylor. Motion carried.

Chairman Nielsen introducted the committee's guest, Elizabeth Schaab from Fringe Benefit Analysts.

Chairman Nielsen adjourned the meeting.

NOT APPROVED

PERSONNEL COMMITTEE

November 25, 1992

DEC 1 RECD

J. Margeson

Present: Kenneth Nielsen, Maynard Boyce, Richard Miess, Ruth Faulkner, Alton Sylor, Delores Cross, John Margeson and Jack Rosell.

Minutes of the October 21, 1992 meeting were approved by motion from Maynard Boyce, seconded by Richard Miess and carried.

Bills, Blue Cross and Hartford audits were approved for payment by motion from Richard Miess, seconded by Maynard Boyce and carried.

John Margeson and Jack Rosell reported on the progress of negotiations with the Nurses' Association. John and Jack are meeting with the Sheriff's Association today.

Transfer of funds request was received from the Board of Elections totalling $300.00 from 1450.409 (Fees) to 1450.419 (Printing). Motion to approve transfer was made by Alton Sylor, seconded by Maynard Boyce and carried.

Transfer of funds requests were received from Veterans Service Agency. Motion was made by Richard Miess, seconded by Alton Sylor to approve transfer of $125.00 from 6510.405 (Conference) to 6510.407 (Office Supplies). Motion carried. Motion was made by Alton Sylor, seconded by Maynard Boyce to approve transfer of $100.00 from 6510.405 (Conference) to 6510.401 (Postage). Motion carried.

Motion was made by Alton Sylor, seconded by Ruth Faulkner to prepare resolution for Veterans Service Agency transfer of $99.00 from 6510.405 (Conference) to 6510.201 (Office Equipment). Motion carried. PREPARE RESOLUTION

Motion was made by Alton Sylor, seconded by Richard Miess to remove the title of Special Education Program Coordinator from Grade 7 of the Non-Unit Salary Plan. Motion carried. PREPARE RESOLUTION

Motion was made by Maynard Boyce, seconded by Ruth Faulkner to prepare resolution for compensation of County Officers and Non-Unit employees covered by the Section 4 Salary Plan and for compensation of employees covered by the Non-Unit Graded Salary Plan. Motion carried. PREPARE RESOLUTION

Discussion was held regarding proposed Blue Cross rate change to be effective January 1, 1993.

Mr. Nielsen received correspondence from Employee's Services regarding the Employee Assistance Program. He will reply that money has not been budgeted for 1993.

Delores Cross stated that Rodney Ballengee of Allegany Area Council on Alcoholism and Substance Abuse, Inc. and the Council's Board have discussed measures to meet counseling needs and make accomodations for Allegany County employees.

Discussion was held regarding direct payment health plan under Section 125 of IRS Code. It was decided to contact a Fringe Benefit Analyst for promotion information for employees.

The committee decided to implement a suggestion box. Delores will see to further details.

It was suggested that the recycling newsletter could be revamped as an Allegany County Government newsletter with recycling emphasis.

Meeting adjourned.

NOT APPROVED

PERSONNEL COMMITTEE

DEC 23 RECD

December 23, 1992

J. Margeson

Present: Kenneth Nielsen, Alton Sylor, Ruth Faulkner, Richard Miess, Delores Cross, Jack Rosell and John Margeson.

Minutes of the November 25, 1992 meeting were approved by motion from Richard Miess, seconded by Ruth Faulkner and carried. Bills, Blue Cross and Hartford audits were approved for payment by motion from Alton Sylor, seconded by Richard Miess and carried.

A Certificate of Recommendation was received from the Chairman of the Republican Committee to reappoint Larry Wilson as Commissioner of Elections for a term beginning January 1, 1993 and ending December 31, 1996. A motion was made by Alton Sylor, seconded by Richard Miess to approve the recommendation and direct the County Attorney to prepare the necessary resolution. Motion was not carried. Voting NO - Ruth Faulkner, Richard Miess. Motion was lost.

Jack reported to the committee several civil service matters.

John Margeson and Jack Rosell reported on the progress of negotiations with the Nurses' Association.

Discussion was held regarding health insurance cost.

Meeting adjourned.