

PERSONNEL COMMITTEE

January 12, 1996

JAN 16 1996
NOT
APPROVED

Present: Kenneth Nielsen, Alton Sylor, Preston Lucas, Edmund Burdick, Robert Heineman, John Walchli, John Margeson, Douglas Dillon and Jack Rosell.

J. Margeson

Minutes of the December 4, 1995 Personnel meeting were reviewed but not approved due to corrections that need to be made. Corrections are: Regarding Workers' Compensation - Doug commented that they were not overbudget presently but would be at the end of the year. Claimant Mileage and Medical - \$8,200.

Workers' Compensation -

D. Dillon reviewed with the committee the November 1995 year-to-date actual vs. budget.

D. Dillon presented the committee with statistics on Workers' Compensation claims for 1995 compared with prior years, back to 1988. Discussion was held.

Doug reported that the County Safety Awards dinner/meetings were scheduled for February 14th and 16th.

Motion was made by A. Sylor, seconded by R. Heineman to approve Doug's attendance at a NYS Self-Insured Board of Directors meeting in Syracuse, January 18 and 19. Motion carried.

Judy Samber, Public Defender, requested of the committee the upgrade of the Secretary to the Public Defender from Grade 2 of the Non-Unit Salary Plan to Grade 4 of the Non-Unit Salary Plan. This action has the support of the Public Safety Committee. Motion was made by P. Lucas, seconded by R. Heineman to place the title of Secretary to the Public Defender in Grade 4 of the Non-Unit Salary Plan. Motion carried. PREPARE RESOLUTION

Steve Stout of the Brown and Stout Agency presented the PENCO contract renewal proposal for 02/01/96 - 01/31/97. Discussion was held. Motion was made by P. Lucas, seconded by E. Burdick to accept the contract renewal proposal with up to 3 visits to the County by PENCO. The number of visits to be determined by John Margeson and Jack Rosell. Cost of package including 2 visits - \$162,954.28. An additional \$2,000 will include a third visit. Motion carried.

Linda Canfield reviewed with the committee the expenditures from insurance reserve from 1991 - 1994, risk retention funds for 1995, and 1995 Insurance Expenditures - All Sources. A summary of expenditures from insurance reserve fund of current litigation was also reviewed. Discussion was held.

Motion was made by E. Burdick, seconded by P. Lucas to have the County Attorney prepare a resolution for the re-appointment of Duane Griswold as Veterans Service Agency Director for the period 01/03/96 - 12/31/96. Motion carried.

PREPARE RESOLUTION

Jack discussed with the committee the proposed position of Microcomputer Specialist. It was recommended to place the title in Grade 14 of the Unit Salary Plan. Motion was made by P. Lucas, seconded by E. Burdick to place the title in Grade 14 of the Unit Salary Plan. Motion carried. Voting NO: R. Heineman, A. Saylor. PREPARE RESOLUTION

Jack reported that unemployment insurance for 1995 was \$18,713. In 1994, \$14,365. Jack stated that '96 would be more due to lay-offs.

Jack made the committee aware that he had contacted other counties regarding employee of the month and found no participation.

Discussion was held regarding department organizational charts and the need for these to come from the Personnel Department.

John Margeson presented a sexual harassment policy he had received from John Walchli for the committee to review. It was noted that the County has a sexual harassment policy, established in 1989. The committee will review this further at the next meeting.

Election Commissioners Larry Wilson and Margaret Gordon discussed with the committee a 1996 increase in salary for the Deputy Election Commissioners. John Margeson was asked to have salary information for the committee to review after the January 22 Board meeting.

Meeting adjourned.

Ellen Ruckle, Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: January 12, 1996

New title for Data Processing Department: Position creation by Ways & Means. Grade recommendation by Personnel to be Grade 14 of the AFSCME Unit Salary Plan.

FISCAL IMPACT: \$11.76/hour

For further information regarding this matter, contact:

Debbie Button, Data Processing Dept.
Name and Department

Ext. 288
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: January 12, 1996

Upgrade of Secretary to Public Defender from Grade 2 of the Non-Unit Salary Plan to Grade 4 of the Non-Unit Salary Plan. Upgrade was budgeted.

FISCAL IMPACT:

\$.34 per hour (20 hours/week)

For further information regarding this matter, contact:

Judy Samber, Public Defender
Name and Department

Wellsville Office - 593-6111
Telephone Number

NO.
APPROVED

PERSONNEL COMMITTEE

1/22/96

J. Margeson

PRESENT: K. Nielsen, A. Saylor, R. Heineman, P. Lucas,
E. Burdick, J. Margeson

JAN 25 1996

The committee was called to order by Chairman Nielsen at 3:30 p.m. for the purpose of discussing a salary increase in 1996 for the Deputy Commissioners of Election.

After discussion, a motion was made by P. Lucas, seconded by E. Burdick and carried to recommend a 4% salary increase for both Deputies.

The matter was referred to the Ways and Means Committee for the purpose of identifying where the money would be derived to fund the raises.

Meeting adjourned at 3:45 p.m.

PERSONNEL COMMITTEE

NOT
APPROVED

February 2, 1996

FEB - 5 1996

J. Mangano

Present: Kenneth Nielsen, Alton Sylor, Edmund Burdick, Robert Heineman, Preston Lucas, John Walchli, Douglas Dillon, Jack Rosell.

Minutes of the 12/04/95, 01/12/96 committee meetings and 01/22/96 special Personnel meeting were approved by motion from E. Burdick, seconded by P. Lucas and carried.

Workers' Compensation

The December 1995 year-to-date actual vs. budget was not reviewed. Doug was unable to get the figures from the County.

Doug reviewed with the committee a summary of Lost Time Claims for the past eight years. Discussion was held.

The committee approved the appointment of Doug Dillon as Executive Secretary of Allegany County Mutual Self-Insurance Plan for the 1996 calendar year.

No hearings scheduled for February.

Three cases were closed in January.

Doug is attending the safety meetings.

Discussion was held regarding the proposed upgrade of Senior Social Services Investigator in the Social Services Department. The title currently in Grade 13 is proposed to be upgraded to Grade 14. Motion was made by A. Sylor, seconded by P. Lucas to move the title of Senior Social Services Investigator from Grade 13 to Grade 14. Motion carried. PREPARE RESOLUTION

Jack stated that the County was giving Civil Service exams Saturday for 38 candidates for Probation Officer Trainee and Senior Probation Officer at the Belmont Legion.

Discussion was held regarding the Sheriff's union contract and grievances and lieutenant positions.

Meeting adjourned.

Ellen Ruckle
Personnel Technician

NOT
APPROVED

PERSONNEL COMMITTEE

March 4, 1996

MAR 6
1996

Present: Kenneth Nielsen, Alton Sylor, Edmund Burdick,
Robert Heineman, Preston Lucas, John Margeson,
Jack Rosell and Douglas Dillon.

J. Margeson

Student interns Hollie Beeman, Kathy Spangler, Eric Young,
and Matt Fanton were in attendance and welcomed by the
committee.

Minutes of the February 2, 1996 meeting were approved by
motion from E. Burdick, seconded by R. Heineman and
carried.

Workers' Compensation

At the request of Doug Dillon the committee went into
Executive Session.

In regular session Doug noted that safety award meetings
were scheduled for March 11, 13 and 18.

A year-to-date actual vs. budget report was not available
for committee review.

There were no hearings to report this month.

Jack reported that Debbie Button and Craig Burdick have
discussed computer program needs with Personnel.

Jack stated the arbitration scheduled for February 26,
1996 between the County and the Sheriff's employees' union
was cancelled by the union representative. Another ar-
bitration between the Sheriff's employees' union and
the County is scheduled for April 1st.

John Margeson stated that a resolution was needed to
approve the renewal of the contract with Willis Corroon
Administrative Services Corp. effective February 1,
1996 - January 31, 1997 at a cost of \$12,500. Motion
was made by E. Burdick, seconded by A. Sylor to renew
the contract with Willis Corroon Administrative Services
Corp. at the cost of \$12,500 for the year 02/01/96 -
01/31/97. PREPARE RESOLUTION

Motion was made by R. Heineman, seconded by E. Burdick
to go into Executive Session. Motion carried.

Personnel Committee
March 4, 1996

Page 2

In regular session John discussed with the committee the survey of Potential Defensive Driver Course attendees.

Discussion was held regarding sexual harassment training courses to be offered through PENCO this summer.

Meeting adjourned.

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: _____

Resolution is requested to approve the renewal of a contract with Willis Corroon Administrative Services Corp., effective February 1, 1996 through January 31, 1997. This contract is required under the terms of the county's self-insured retention package with PENCo, and relates to the servicing of claims arising out of coverages provided under insurance policies issued by underwriters at Lloyds and Northfield Insurance Company. The cost for the current contract is \$12,500, a decrease of \$1,100 over last year's contract with Willis Corroon.

FISCAL IMPACT: \$12,500

For further information regarding this matter, contact:

Linda J. Canfield, Clerk of the Board

268-9222

Name and Department

Telephone Number

PERSONNEL COMMITTEE

April 1, 1996

NOT
APPROVED

APR 1 1996

Present: Kenneth Nielsen, Alton Sylor, Preston Lucas, Edmund Burdick, Robert Heineman, Douglas Dillon, John Margeson and Jack Rosell

Student Interns Present: Crystal Reed and Richy Lowe

J. Margeson

Minutes of the March 4, 1996 meeting were approved by motion from P. Lucas, seconded by R. Heineman and carried.

Workers' Compensation

Doug reviewed with the committee the December 1995 vs. revised annual budget for 1995.

Doug reviewed with the committee the reports of Summary of Injuries for the first quarter 1996, and Summary of Claims - by body parts - 1996, 1995, 1994.

Four hearings were held in March. Three in Belmont, one in Elmira. One case was closed.

Doug reported the Town and Village Safety Awards luncheons held in March were well attended. The speaker's topic was Drug and Alcohol Testing for employees with CDL's.

Doug will be attending a free seminar April 30th pertaining to workers' compensation. He will not be attending the self-insured meeting as it falls on a scheduled hearing date.

Doug asked that the meeting go into Executive Session. Motion was made by R. Heineman, seconded by E. Burdick to go into Executive Session. Motion carried.

After returning to regular session, a request was received from the Board of Elections for a transfer of funds - from 1450.401 (Postage) to 1450.201 (Equipment) \$509.73 for the purchase of a scanner for the Signature Digitization program. Motion was made by A. Sylor, seconded by P. Lucas and carried to approve transfer of funds. PREPARE RESOLUTION

Jack reported that the arbitration with the Sheriff's Union scheduled for today was cancelled until October 3, 1996.

A grievance hearing for a public works matter is scheduled for Thursday, April 4, 1996.

Jack reported that a notice was received from EEOC that the case pertaining to a former employee had been dropped. The former employee did not appear for a scheduled hearing.

John Margeson reported to the committee the request of Chairman Walchli that 4-5 employees be sent to a NYSAC Educational Seminar on avoiding carpal tunnel syndrome. It was suggested that Doug Dillon might be asked to attend and a nurse from the public health department. The cost is \$25.00 per person. The committee supported employee attendance at this seminar.

John Margeson has been in contact with Steve Stout regarding the proposed defensive driving training. This training could effect the overall liability premium depending on experience rating in other areas. PENCO may not contribute to offset the training as they did last year. It is possible that Brown and Stout may contribute.

John made the committee aware that he had been in contact with a North American Administrators representative pertaining to reducing medical costs by using the plan participating physicians. He will come back to the committee when more information is received.

John received from Assemblyman Jerry Johnson information regarding early retirement incentive. After discussion Jack was asked to determine how many employees would be eligible if the County offered this incentive.

John discussed with the committee requests for position upgrades which were denied in the past. With the probability of more upgrade requests coming, John inquired if the committee was interested in an overall Non-Unit review or one position at a time. After discussion it was determined that Jack was to do salary comparisons for the Non-Unit Salary Schedule.

Motion was made by P. Lucas, seconded by A. Sylor to go into Executive Session. Motion carried.

Meeting adjourned.

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: 3/25/96

Request for transfer of \$ 509.73 from account number 1450.401 (Postage) to account number 1450.201 (Equipment) due to the needed purchase of scanner for the Signature Digitization program. We are currently using a loaner scanner from NTS.

FISCAL IMPACT:

None

For further information regarding this matter, contact:

Joyce Bledsoe, Board of Elections
Name and Department

268-9295
Telephone Number

3/95

M E M O R A N D U M

FROM: Board of Elections
(Department)

TO: John E. Margeson, County Administrator
-and-
James F. Mulholland, County Treasurer

PLEASE MAKE THE FOLLOWING TRANSFERS:

B U D G - E T :

<u>From Account No.</u>	<u>To Account No.</u>	<u>Amount</u>
		\$
1450.401 (Postage)	1450.201 (Equipment)	509.73

TOTAL: = \$ 509.73

E X P E N D I T U R E S :

Date of
Check Check # From Account No. To Account No.

\$

TOTAL: = \$ _____

DEPT. AUTHORIZATION: Jay Bledsoe
(signature)

DATED: 3-29-96

CO. ADMIN. AUTHORIZATION _____
(signature)

DATED: _____

COMMITTEE AUTHORIZATION Kenneth Nelson
(signature)

DATED: 4-1-96

SUBMIT THIS FORM TO COUNTY ADMINISTRATOR TO AUTHORIZE INDIVIDUAL DEPARTMENTAL TRANSFERS OF FUNDS WITHIN ANY PERSONAL SERVICES, EQUIPMENT OR CONTRACTUAL EXPENSES APPROPRIATION ACCOUNT IN AMOUNTS OF LESS THAN \$5,000 PER TRANSACTION. ALL OTHER TRANSACTIONS MUST HAVE COMMITTEE OF JURISDICTION APPROVAL.

PERSONNEL COMMITTEE

MAY 17 1996

May 6, 1996

APPROVED

J. Margeson

Present: Kenneth Nielsen, Edmund Burdick, Preston Lucas, Alton Saylor, Robert Heineman, John Walchli, John Margeson, Jack Rosell, Linda Canfield and Douglas Dillon

Minutes of the April 1, 1996 meeting were approved by motion from E. Burdick, seconded by P. Lucas and carried.

Workers' Compensation

D. Dillon reviewed with the committee the March '96 vs. actual budget for 1996.

J. Walchli asked D. Dillon to write a letter to Gov. Pataki pertaining to Workers' Comp reform. The committee will sign the letter.

Motion was made by E. Burdick, seconded by R. Heineman to go into executive session.

In regular session Linda Canfield discussed with the committee the need to transfer funds for legal fees relating to insurance claims against the County. \$30,000 from Risk Retention Fund Account CS1933.431 Claims Approved by Supreme Court to Risk Retention Fund Account CS1937.435 Expert or Professional Services. Motion was made by E. Burdick, seconded by P. Lucas to approve transfer of funds. Motion carried. PREPARE RESOLUTION

The committee requested that Dan Guiney be asked to update the committee regarding a specific insurance claim later in the meeting.

Linda Canfield made the committee aware that Keith Barber had reported that a tower was recently struck by lightning and the unit damaged would cost approximately \$2500 to repair. Keith was available to answer questions or give further information if necessary. The committee determined no further information was needed.

John Mancuso and Dick Young spoke to the committee regarding the creation of a new position at the Landfill. This action was referred by Public Works Committee. Discussion was held. Motion was made by R. Heineman, seconded by E. Burdick to go into executive session. Motion carried.

In regular session motion was made by R. Heineman to create the title of Landfill Heavy Equipment Operator, seconded by E. Burdick. Motion carried. PREPARE RESOLUTION

Motion was made by R. Heineman to place the title in Grade 15 of the AFSCME Local 2574 Salary Plan, seconded by E. Burdick. Motion carried. PREPARE RESOLUTION

Jack Rosell reported on the arbitration held April 29, 1996 which pertained to a Public Works grievance.

John Margeson discussed with the committee the new retirement plan 75-I offered by the New York State Employees' Retirement System. The plan would affect Tier 1 and Tier 2 members hired before 06/26/76. Motion was made by R. Heineman, seconded by E. Burdick to change 75-G retirement plan for 75-I retirement plan for Tier 1 and Tier 2 members. Motion carried. PREPARE RESOLUTION

J. Margeson and J. Rosell discussed with the committee the retirement incentive plan being offered by New York State. Jack has determined there are 18 eligible employees who could take advantage of this incentive plan. John will prepare the necessary paperwork for the committee at the May 28th Board meeting.

J. Walchli discussed with the committee the proposed rule of 10 pertaining to appointments from eligible lists to competitive class positions. John asked that Jack write a letter to Gov. Pataki supporting Rule of 10. Motion was made by A. Saylor, seconded by E. Burdick that the letter shows that the committee supports Rule of 10. Motion carried.

K. Nielsen reviewed with the committee the 1995 Legislative Goals for Personnel Committee. Discussion was held.

Motion was made by R. Heineman, seconded by E. Burdick to go into Attorney/Client Session. Motion carried.

In regular session J. Margeson reported that the signing of the contract with the Deputy Sheriffs' Association would be soon.

Meeting adjourned.

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel and Ways & Means

DATE: _____

A resolution is requested to transfer \$30,000 from Risk Retention Fund Account No. CS1933.431 Claims Approved by Supreme Court, to Risk Retention Fund Account No. CS1937.435 Expert or Professional Services - the account from which all legal fees relating to insurance claims against the county are paid.

The 1995 expenditures from this account were \$37,605.79.

The 1996 budget appropriation was \$20,000, and as of 4/1/96 has a balance of \$10,108.35. A recent billing from the county's outside counsel, relating to one claim, is for over \$17,000. A transfer of \$30,000 into this account will hopefully provide sufficient funds for the remainder of the year.

FISCAL IMPACT:

For further information regarding this matter, contact:

Linda J. Canfield, Clerk of the Board
Name and Department

268-9220
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: 05/06/96

Upon referral of Public Works Committee, the Personnel Committee supported creating the title of Landfill Heavy Equipment Operator in the Public Works Department. The title is to be placed in Grade 15 of the AFSCME Local 2574 Salary Plan.

FISCAL IMPACT: Grade 15 - \$.36 av. increment. Funds are available in 1996 Public Works budget for the position.

For further information regarding this matter, contact:

John Mancuso, Deputy Supt. of PW II

Name and Department

Ext. 230

Telephone Number

MAY 14 1996

APPROVED

PERSONNEL COMMITTEE

May 13, 1996

J. Margeson

PRESENT: K. Neilsen, E. Burdick, A. Saylor, P. Lucas, R. Heineman,
J. Margeson

The meeting was called to order at 3:30 p.m. by Chairman Neilsen.

At the committee's request, J. Margeson presented a draft Local Law which, if enacted, will offer an Early Retirement Program for county employees pursuant to Chapter 30 of the Laws of 1996.

The suggested commencement date is October 3, 1996 and the window period for filing will be 90 days, through December, 31, 1996.

On motion of R. Heineman, seconded by E. Burdick the committee voted unanimously to order the Local Law printed for introduction on May 28 and to hold a Public Hearing on same at the June 10, 1996 Board meeting.

Meeting adjourned at 3:40 p.m.

JEM:llc

OFFICE OF THE
COUNTY ADMINISTRATOR

COUNTY OF ALLEGANY • COUNTY OFFICE BUILDING • BELMONT, NEW YORK 14813

TELEPHONE 716-268-9217

JOHN E. MARGESON, *County Administrator*

FAX 716-268-9446

A LOCAL LAW ELECTING A RETIREMENT INCENTIVE PROGRAM
AS AUTHORIZED BY CHAPTER 30, LAWS OF 1996 FOR
THE ELIGIBLE EMPLOYEES OF THE COUNTY OF ALLEGANY

BE IT ENACTED, by the Board of Legislators of the County of Allegany, as follows:

Section 1. The County of Allegany hereby elects to provide all of its' eligible employees with a retirement incentive program authorized by Chapter 30, Laws of 1996.

Section 2. The commencement date of the retirement incentive program shall be October 3, 1996.

Section 3. The open period during which eligible employees may retire and receive the additional retirement benefit, shall be 90 days in length.

Section 4. The actuarial present value of the additional retirement benefits payable pursuant to the provisions of this Local Law shall be paid as one lump sum or in five annual installments. The amount of the annual payment shall be determined by the Actuary of the New York State and Local Employees' Retirement System, and it shall be paid by the County of Allegany for each employee who receives the retirement benefits payable under this Local Law.

Section 5. This act shall take effect immediately.

JEM:llc

MAY 22 1996

MINUTES OF THE MEETING

HUMAN SERVICES

May 15, 1996

J. Margeson
**NOT
APPROVED**

MEMBERS ATTENDING: Chairman Truax
Legislators Dibble, Heineman, Lucas, Myers

John Margeson, Administrator
John Walchli, Jr., Chair, Board of Legislators

OTHER ATTENDING: Joan Sinclair, Social Services
Johannes Peeters, Public Health Director, Health Department
Chris Johnson, Director of Patient Services, Health Department
Richard Chiarilli, Office of Mental Health
John Arden-Hopkins, Editor, Patriot Newspaper

CALL TO ORDER

The meeting was called to order at 3:10 pm.

APPROVAL OF MINUTES

The minutes of April 17, 1996 were approved. However, Sue Myers questioned the minutes of April 18, 1996, regarding proposed resolution for SpEd.PHCP. The motion to develop a resolution "supporting" Wyoming County's efforts, was voted down. It is to be noted in the record that Legislators Lucas and Heineman voted yes to the motion. **Legislator Lucas made a motion to correct the minutes of April 18, 1996 as to who supported the motion, Legislator Myers seconded the motion, and motion carried.**

OFFICE OF MENTAL HEALTH

Mr. Richard Chiarilli, Office of Mental Health, requested an increase in the petty cash fund for the Community Services Agency from \$250.00 to \$750.00. Jim Mulholland gave his approval to this increase in funds. Mr. Chiarilli notes there are strict guidelines for spending petty cash from the New York State Office of Mental Health. **Legislator Heineman made a motion to increase the Community Services petty cash fund, Legislator Lucas seconded the motion, motion carried.** County Attorney is requested to draft a resolution to amend Resolution No. 93-92 to increase the petty cash fund from \$250.00 to \$750.00.

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services

DATE: 5/15/96

We are requesting an increase in our Community Services Petty Cash Fund from \$250.00 to \$750.00 to be able to run day to day operations. We have Jim Mulholland's approval.

FISCAL IMPACT:

For further information regarding this matter, contact:

Robert W. Anderson, Ph.D. - Mental Health

Name and Department

716-593-1991

Telephone Number

5/94

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: May 15, 1996

The Allegany County Health Department obtained a grant for lead tracking and testing for children. Recent regulations by EPA requires that houses prior to 1978 may be required to be tested for lead in property transfers.

The Health Department had budgeted \$10,000 for the purchase of an XRF. The cost of the equipment came to \$11,370; therefore, we would like to transfer \$1,370.00 from Account No. A4037.408 to Account No. A4037.206 to cover the cost of this equipment.

Fund transfer in the grant have already been approved.

FISCAL IMPACT: No fiscal impact to the County.

For further information regarding this matter, contact:

Johannes A. Peeters, Health Dept.
Name and Department

716/268-9250 Ext. 491
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services

DATE: 05/15/96

The Health Department would like to transfer an expense of Speech Therapy that was incorrectly charged to A4010.457 Physicals to the correct account A4040.457 Health Contracts totalling \$1005.00.

FISCAL IMPACT: None.

For further information regarding this matter, contact:

Johannes Peeters
Name and Department

Ext 247
Telephone Number

5/94

by Mr. Eade
and Mr. Baker, Mr. Elling, Mr. Gowan,
Mr. Hall, Mr. Zollinger, Ms. Blake,
Mr. Ellis, Ms. Ginter and Mr. Mack
who ask immediate consideration

SUPPORTING MANDATE RELIEF FOR PRESCHOOL
PHYSICALLY HANDICAPPED CHILDREN'S PROGRAM

Pursuant to Section 153 of the County Law.

I. WHEREAS, services for children in the preschool physically handicapped children program are mandated by the federal and state governments and are jointly paid for by New York State and county governments, and

II. WHEREAS, as of April 1, 1996, the State of New York was delinquent in its reimbursement to Cattaraugus County in the amount of \$729,689, and

III. WHEREAS, this amount represents approximately 3.1% of the total County tax levy for 1996, and

IV. WHEREAS, Cattaraugus County is not legally required, nor is it in a financial position to continue to loan funds to the State of New York, now, therefore, be it

I. RESOLVED, that the Cattaraugus County Legislature hereby supports initiatives to compel New York State to honor its current fiscal obligations for the preschool physically handicapped program expenses, and be it further

II. RESOLVED, that the Cattaraugus County Legislature hereby supports programs which insure that the true needs of children are being met, while reforming aspects of the program which include, but are not limited to, rate setting, pre-service evaluations, and evaluator certification, and be it further

III. RESOLVED, that County Administrator is hereby directed to forward certified copies of this resolution to Governor Pataki, Senator Present, Members of the Assembly McGee and Reynolds, the Commissioner of the New York State Education Department, the New York State Association of Counties, and the New York State County Legislators' and Supervisors' Association.

Fiscal Impact
(-0-)

RESOURCE MANAGEMENT

May 20, 1996

NOT
APPROVED

PRESENT: W. Dibble, S. Myers, P. Regan, C. Corkey, P. Lucas,
J. Margeson, E. Burdick, L. Dibble, L. O'Brien,
M. Weidman, Mr. Wright

MAY 20 1996

Meeting called to order at 1:37 p.m. by Chairman Dibble.

On motion of P. Lucas, seconded by S. Myers and carried,
approved the minutes of 3/18/96.

On motion of P. Lucas, seconded by S. Myers and carried,
approved the minutes of 4/15/96 with one correction. Correction -
Appointments to Youth Board should have been designated PREPARE
RESOLUTION. *J. Margeson*

Chairman Dibble noted that the County has done a DSR on the
Rivertrail which has been submitted to FEMA.

Mr. Wright from Garwoods explained to the committee how the
flooding is occurring in the Swain area. A feeder stream is
conveying sand and debris into the Canaseraga Creek which is
backing up under the bridge causing flooding and pressure on the
bridge. He suggested under the bridge and the feeder creek be
cleaned out and then the town or county could mine the gravel to be
put to good use. It was also mentioned that a catch basin for the
overflow could be built to help. Also noted was Canaseraga Creek
is a designated trout stream. Apparently there is much flooding
around condos and chalets in the area. After much discussion, on
motion of P. Lucas, seconded by P. Regan and carried, decided
Chairman Dibble to write to Congressman Houghton requesting help
that Chairman of the Legislature J. Walchli has already asked for.

On motion of P. Regan, seconded by R. Lucas, and carried, a
copy of the map showing the area and some proposals will be
forwarded to Bob Pederson asking him to inspect the area and come
to the committee with his recommendations.

PREPARE RESOLUTION

On motion of P. Lucas, seconded by P. Regan approved a
transfer of \$750.00 from A7314.483 Youth Fire Program to A7314.104
Youth Fire Program.

On motion of S. Myers, seconded by P. Regan and carried,
approved a Draft Resolution Memorializing State Legislature to
Cause the Extension of State Route 408 from Dalton to State Route
19 at Transit Bridge. (Attached)

Chairman Dibble passed out copies of a Memo he sent to Mike Kear regarding the NYS Municipal Grant Application for Snowmobile Trails. (Attached)

Mr. Dibble noted that June 1st is National Trail Day. On motion of P. Regan, seconded by S. Myers and carried agreed to ask Chairman Walchli to Proclaim such.

Lynn O'Brien, 4-H, Cooperative Extension, reported on the Master Gardner Program. At present there are 7 active Master Gardeners with 3 new inductees. These are volunteers who join this national program and are trained by various Cooperative Extension agencies across the country. They are trained extensively and in return volunteer 100 hours passing this information on in areas such as new gardening procedures, new produce, disease and pest information, etc. They have been active in the Farmers Market in Wellsville, Settlers Days, Senior Forum, 4-H Program and even have a Newsletter in the OTH.

RESOLUTION

On motion of C. Corkey, seconded by P. Regan and carried, approved the request from the Allegany County Federation of Snowmobile Clubs to support the Federation's effort to re-enact the Snowmobile registration "Reciprocity Law" in New York State. (Attached)

On motion of C. Corkey, seconded by P. Regan and carried approved per diem and mileage of \$15.00 for W. Dibble for 5/1/96 for a meeting with the Snowmobile Federation.

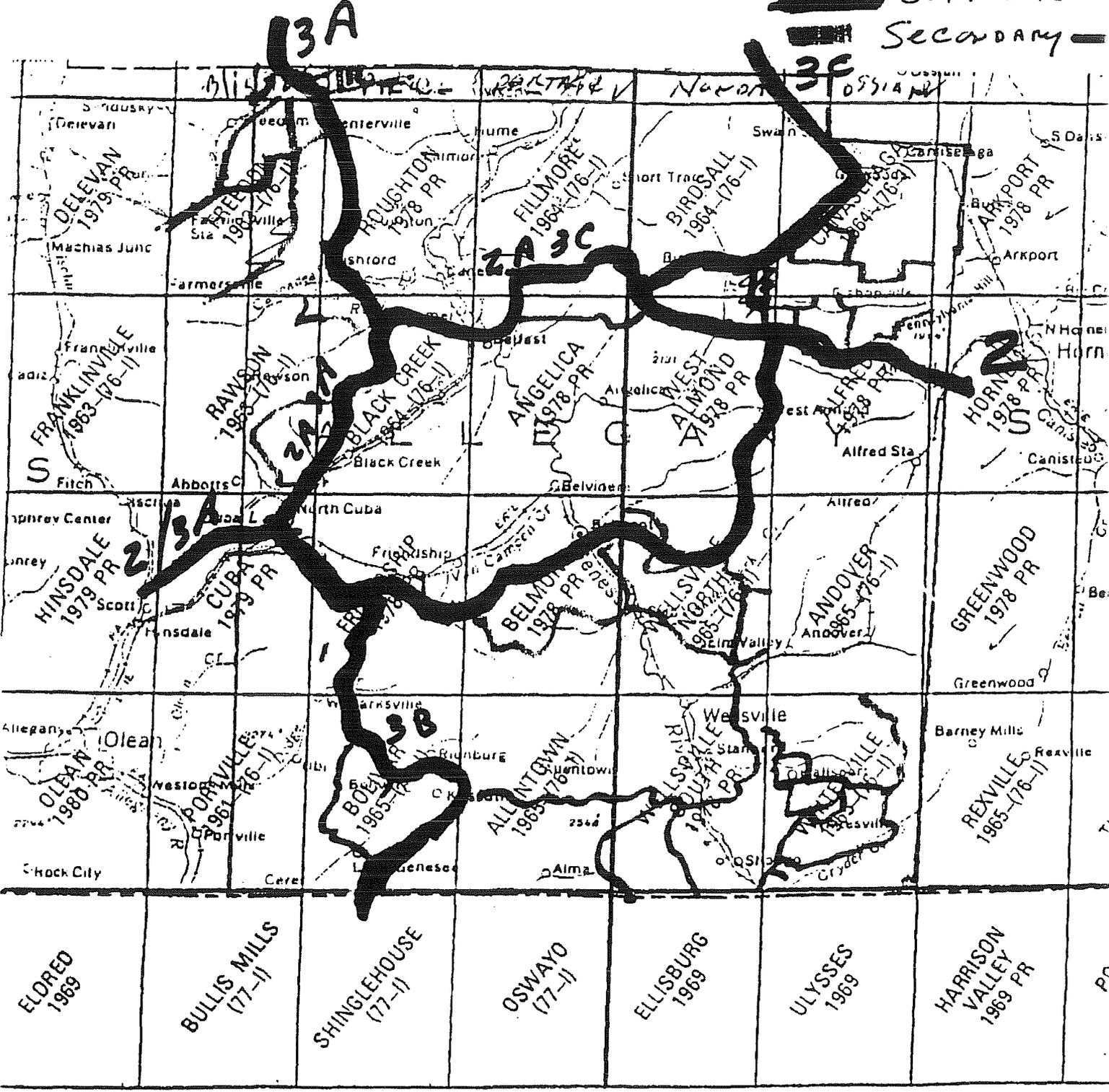
Mr. Dibble noted he has been working with Mr. Steve Axle regarding the motor bike racing project.

Meeting adjourned.

Proposed Key
unfiled
05/20/19

Allegheny County
Index - 7 1/2" quad. Topographic Maps
Allegheny County Federation of Snowmobiles

CORRIDOR
Secondary



QUAD, Sheet INDEX

474
DRAFT

**MEMORIALIZING STATE LEGISLATURE TO CAUSE THE EXTENSION OF
STATE ROUTE 408 FROM DALTON TO STATE ROUTE 19 AT TRANSIT
BRIDGE**

Offered: Resource Management Committee

WHEREAS, the north-east quadrant of Allegany County reflects the absence of adequate highway infrastructure necessary for the health, safety and economic development and growth of Allegany County, and

WHEREAS, a review of the State Highway System shows that State Route 408 presently exists as a two-lane highway from its intersection with I-390 near Mt. Morris, New York, and thence Southerly through Livingston County to Dalton, New York, and

WHEREAS, the extension of State Route 408 as a two-lane highway southerly from Dalton, New York, through Allegany County to intersect with State Route 19 at Transit Bridge would encourage development along the proposed Route and would provide access from the more urban areas north of Livingston County, such as the Interstate 390 Corridor, to Allegany County, and

WHEREAS, the placement of the extended State Route 408 would provide a North-South two-lane highway access to the new Economic Development Zone in the Town of Friendship and Village of Cuba, and

WHEREAS, the proposed extension of State Route 408, running southerly and Southwesterly along existing unimproved town roads and county roads through the hamlet of Aristotle to Transit Bridge would provide easier access for tourists to visit Allegany County, and

WHEREAS, a study of the extension reflects approximately 24 miles of highway consisting of 18 miles of new construction and 6 miles of upgraded highway with both new and existing rights of way and road ways, now, therefore, be it

RESOLVED:

1. That the Allegany County Board of Legislators memorializes the New York State Legislature to pass legislation which would require that the existing State Route 408 be extended as a two-lane highway from Dalton, New York Southerly to State Route 19 at Transit Bridge.

DRAFT

To: Mike Kear

April 28, 1996

Ref: Snowmobile Trails, Maps and Funding

Attached please find:

A) NYS Muncipal Grant Application for Snowmobile Trails.

- 1) Note that only trails acceptable for trail funding are those designated and approved by OPHRP prior to submitting a final application. The final application dead-line must be on file at the OPHRP Bureau of Marine and Recreation Vehicles in Albany no later that September 1, 1996.
- 2) The DEAD-LINE for 1st time applicants is May 31, 1996.
- 3) Page 2 itemizes dead-lines for the snowmobile Trails Program. These should be co-ordinated with the Allegany County Federation of Snowmobiles.

B) WORK BOOK - NYS Grants Application for Snowmobile Trails.

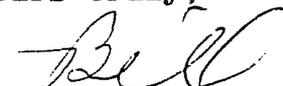
- 1) Questions may be directed to (518) 474-0445.

C) NYS Snowmobile Trail Manual-Guidelines for Development.

- 1) Class A Trail: 12 ft. wide, 12 ft. high, 8 ft min. for handling groomers and drags.
- 2) Class B Trail: 10 ft. wide, 10 ft. high, 6 ft min. for handling groomers and drags.
- 3) Class C Trail: 5 ft. wide, 8 ft. high, 4 ft min. for handlings groomer and drags.
- 4) It is suggested that mapping be done on 7.5 min topographic maps. This will also help trail makers and users locate their position by using an on-board G.P.S. location device.

D) The Offical 1995-1996 International Snowmobile Directory of U.S. Government Officials, Canadian Government Officials, State and Provinical Association Officials with Snowmobile Program Responsibilities by IASA.

Yours truly,


William Dibble

Stephen G. Robertson, President
Allegany County Federation of Snowmobile Clubs
130 South Street
Cuba, New York 14727

Sunday, May 19, 1996

Mr. William G. Dibble, Chairman
Resource Management Committee
Allegany County Board of Legislators
County Office Building
Court Street
Belmont, New York 14813

County Office phone; (716) 268-9222
Home phone: (716) 928-2626 Fax: (716) 928-2848

Dear Mr. Chairman:

On behalf of this County's snowmobiling community, we are officially requesting County support of the Federation effort to re-enact the Snowmobile registration "Reciprocity Law" in New York State.

Briefly, Pennsylvania Law is written such that any State having (Snowmobile registration) Reciprocity will be extended the right to ride in Pennsylvania without the need of a second, or "double" registration.

Once NYS rescinds this Intrastate restriction, there will be a positive influence on our County's economics and multi-purpose Trail development in our beautiful area. There are many trails connecting both states which have the potential for enhancing the Recreational Interests in this part of the State.

Thank you for your support.

Yours truly,


Stephen G. Robertson, President
Allegany Co. Fed. Of Snowmobile Clubs

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Resource Management

DATE: _____

Resolution is requested to transfer \$750.00 from A7314.483 Youth Fire Program - Culture and Recreation Contract to a new line item A7314.104 Youth Fire Program - Personnel Services - Compensatory Pay to reimburse two employees who performed Youth Fire Program activities after normal business hours.

FISCAL IMPACT: None - funds exist in program budget.

For further information regarding this matter, contact:

John E. Margeson

Name and Department

268-9217

Telephone Number

PERSONNEL COMMITTEE

May 28, 1996

NOT
APPROVED
JUN 12 1996
J. Margeson

Present: Nielsen; Sylor; Burdick; Heineman; Lucas;
Walchli;

This meeting was held immediately following the board meeting.

A motion was made by Burdick, seconded by Heineman and carried, to have an attorney/client consultation with Assistant County Attorney Dan Guiney.

Following this consultation, a motion was made by Burdick, seconded by Lucas and carried, to return to a regular committee session.

A motion was made by Lucas, seconded by Burdick and carried, to offer a settlement compromise of \$20,000 to Kathy Cobb in her claim against the county. Prepare resolution.

Meeting adjourned.

JUN 5 1996

PERSONNEL COMMITTEE

NOT
APPROVED

June 3, 1996

Present: Kenneth Nielsen, Preston Lucas, Alton Sylor, Edmund Burdick, Robert Heineman, John Walchli, Douglas Dillon, Jack Rosell and John Margeson

Minutes of the May 6, 1996 and May 13, 1996 meetings were approved by motion from P. Lucas, seconded by A. Sylor and carried.

Workers' Compensation

D. Dillon reviewed with the committee the year-to-date actual April 96 vs. budget.

D. Dillon presented the proposed 97 Workers' Comp budget. Discussion was held. Motion was made by E. Burdick, seconded by A. Sylor to approve the proposed Workers' Compensation budget.

Doug reported that three cases were closed at the May hearings. A controverted case for stress was denied. He also question several bills. New York State will soon be eliminating the state comp doctors as a means of saving the State money.

Discussion was held regarding safety courses.

K. Nielsen reported the Ways and Means committee has asked Jim Euken, District Attorney, to conduct a training session on what constitutes a crime. Jack and Doug were asked to work with Jim to set up times for this session.

J. Margeson reported that the Sexual Harassment Training will be led by a representative from PENCO 7/17, 18, 19.

J. Rosell stated that a resolution was needed to grant July increments to certain eligible employees effective July 1, 1996. Motion was made by A. Sylor, seconded by R. Heineman to direct the County Attorney to prepare a resolution. Motion carried. PREPARE RESOLUTION

J. Margeson reported that the Deputy Sheriff's union signed the contract.

Motion was made by R. Heineman, seconded by E. Burdick to go into executive session.

In regular session discussion was held pertaining to the 1995 Legislative Goals for Personnel Committee. New goals added were to provide employee computer training and complete a study as to what type of employees will be needed in 10 years.

Discussion was held pertaining to compiling a list of suggestions and ideas to be used as negotiation items.

Discussion was held regarding smoking in the building.

Meeting adjourned.

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: 6/3/96

Resolution is needed to grant increments effective July 1, 1996 to the following employees:

<u>Dept./Name</u>	<u>Title</u>	<u>Date of Hire</u>	<u>Rate of Pay</u>	<u>Increment</u>
Tax - Stella Dewey	Acct. Clerk Typist	10/16/95	\$ 9.91	\$.24
County Clerk - Lisa Canfield	Deputy County Clerk III	09/27/95	\$21,710	\$ 887
Public Works - Randy Green	Laborer	07/31/95	\$ 9.11	\$.24
Boward Snell	Janitor	09/11/95	\$10.36	\$.26
Mathew Tuttle	Janitor	10/31/95	\$10.36	\$.26
Probation - Becky Banchett	Typist	08/07/95	\$ 9.17	\$.19
Health - Rose Burdick	Sec. to Public Health Director	08/07/95	\$19,327	\$ 771
Thomas Hull	Deputy Public Health Director	09/05/95	\$30,014	\$1266
Estelle Clark	Registered Professional Nurse	09/11/95	\$12.44	\$.48
Sheriff - Kathryn Perre	Sr. Acct. Clerk Typist	07/03/95	\$10.70	\$.24
Anita Austin	Correction Officer	08/25/95	\$10.48	\$.30

FISCAL IMPACT:

For further information regarding this matter, contact:

Jack Rosell, Personnel Officer
Name and Department

Ext. 212
Telephone Number

NOT
APPROVED

PERSONNEL COMMITTEE

July 1, 1996

JUL 2 - 1996

Present: Kenneth Nielsen, Alton Saylor, Edmund Burdick, Robert Heineman, John Margeson, John Walchli, Douglas Dillon, Ellen Ruckle

J. Margeson

Minutes of the May 28, 1996 and June 3, 1996 meetings were approved by motion from E. Burdick, seconded by R. Heineman and carried.

Workers' Compensation

D. Dillon reviewed with the committee the year to date actual May 1996 vs. budget and noted he was \$23,000 under budget. Discussion was held.

Doug presented the apportionment billings for the year 1997 and reviewed the municipalities with the greatest changes. Motion was made by R. Heineman, seconded by A. Saylor to approve the apportionment billing for municipalities and the County for 1997 at an experience vs. assessment rate of 70%/30%. Motion carried.

Doug reported on the Workers' Compensation hearings. In June, 10 cases were heard. Five cases were closed, 5 cases were continued.

Discussion was held regarding the letter D. Dillon sent to Keith Barber pertaining to firefighter physicals. Doug is seeking 100% reimbursement from fire and ambulance companies to have all their members complete physicals. Discussion was held regarding the local law that allows a \$500 penalty to be imposed for the physical requirement on municipalities. Motion was made by E. Burdick to enact the penalty immediately. There was no second. Motion was lost. The committee recommended Doug to the County Attorney to determine enforcement of the local law.

Doug reported he would be attending a NYS Self-Insured Counties Board of Directors meeting on July 11 and 12 in Elmira. Motion was made by A. Saylor, seconded by R. Heineman to approve Doug's attendance. Motion carried.

Doug reported he would be attending computer classes offered by the County at BOCES.

Doug stated that safety awards had been ordered.

E. Ruckle reported that packets of information were sent to approximately 68 county employees pertaining to the early retirement incentive. It was recommended that each department get a list of names of those eligible for the retirement incentive.

J. Margeson received a letter from AFSCME of their intent to negotiate. Negotiations will probably start after the first of September. John has sent a letter to Department Heads for their suggestions for negotiations.

John reported that the Sexual Harassment Training is scheduled for July 17, 18, 19 for all county employees, including legislators.

K. Nielsen gave to each committee member a revised set of committee goals.

Motion was made by R. Heineman, seconded by E. Burdick to go into executive session. Motion carried.

In regular session, meeting adjourned.

Ellen Ruckle
Personnel Technician

ER:jac

NOT
APPROVED

PERSONNEL COMMITTEE

August 5, 1996

AUG 7 1996

Present: Kenneth Nielsen, Edmund Burdick, Preston Lucas, Alton Sylor, Robert Heineman, John Walchli, John Margeson
Douglas Dillon, Jack Rosell

J. Margeson

Minutes of the July 1, 1996 committee meeting were corrected, "...experience vs. assessment rate of 60%/40%." and "...seeking 100% compliance..." Motion was made by R. Heineman, seconded by P. Lucas to approve as corrected. Motion carried.

Workers' Compensation

D. Dillon discussed with the committee the year to date actual June 1996 vs. budget. Discussion was held.

Doug reported on Workers' Compensation hearings for July. Eight hearings were held in July, six in Belmont. Four cases were continued, four cases were closed. Of two controverted cases heard in Belmont, one was won, the other continued.

Doug gave a letter he received from the County Attorney to the committee members pertaining to 100% compliance of member physicals from fire and ambulance companies and the enforcement of the penalty in the local law. Discussion was held. The committee directed Doug to follow through with another letter to the Fire and ambulance companies and to clarify with the County Attorney the effect of dropping companies not in compliance.

Doug reviewed with the committee reports of summaries of claims through June 1996.

Doug reported there are no compensation hearings scheduled for August.

Doug was asked to provide a list of fire companies that have had no injuries or claims in 1996.

Dr. Robert Anderson discussed with the committee the proposed change of titles and rates of pay for the Community Services Social Worker. Discussion was held. Motion was made by P. Lucas, seconded by E. Burdick to create the title of Intensive Case Manager to be placed in Section 4 Salary Plan at \$25,000. Motion was made by P. Lucas, seconded by E. Burdick to create the title of Intensive Case Management Coordinator to be placed in Section 4 Salary Plan at \$31,300, and abolish Social Worker (Mental Health)(2) title from the Section 4 Salary Plan. Motion carried. PREPARE RESOLUTION

Linda Canfield and John Margeson discussed with the committee the need to renew the self-insured retention package in 1997 and to renew the contract with Brian Baty. After discussion it was the common consent of the committee to let out for bid the self-insured retention package and to renew the contract with Municipal Insurance Consultants, Inc., at a lesser cost if possible.

The County Clerk submitted an equipment purchase request of over \$1000 to the committee for approval by the committee. The committee disapproved the request for a typewriter. John Margeson will notify the County Clerk.

Jack Rosell reported on the arbitration case on 08/06/96 pertaining to disability insurance.

Jack stated there could be nine to twelve employees participating in the early retirement incentive.

Jack officially told the committee that he would be retiring November 30, 1996. Discussion was held.

Jack shared with the committee a reply letter from Gov. Pataki regarding the "Rule of 3" pertaining to civil service eligible lists. It is not likely the "Rule of 3" will change.

Jack reported that he has received PERB decisions that have placed positions of Dispatcher in the Sheriff's Union. When the new 911 is in effect Jack believes there will be a fight between the unions for the positions, even in light of PERB's decisions.

John Margeson reported that the contract with Employee Services, Inc. expires August 31, 1996. The cost has increased from 1995 due to an actual count of employees, full and part-time, requested by Employee Services, Inc. Total employees is 500. After discussion a motion was made by R. Heineman, seconded by E. Burdick to renew the Employee Services, Inc. contract 09/01/96-08/31/97 at an approximate cost of \$8,000. Motion carried. Voting No - A. Saylor PREPARE RESOLUTION

K. Nielsen distributed copies of the Personnel Officer specification and an attached list of added responsibilities recommended be incorporated in the specification. The specification is to be reviewed by the committee. Discussion was held regarding advertising the position.

Motion was made by R. Heineman, seconded by E. Burdick to go into executive session. The Personnel Officer and Personnel Technician were dismissed. Motion carried.

NOT
APPROVED

PERSONNEL COMMITTEE

September 3, 1996

SEP 9 1996

Present: Kenneth Nielsen, Preston Lucas, Edmund Burdick,
Robert Heineman, Alton Sylor, John Margeson,
Doug Dillon, John Walchli

J. Margeson

Minutes of the August 5, 1996 committee meeting were approved by motion from P. Lucas, seconded by E. Burdick and carried.

Workers' Compensation

Doug reviewed with the committee July 1996 actual vs. budget, which is \$40,000 under budget to date.

Doug presented the committee with 1996 Firefighter Claims Report, 1996 Firefighter Lost Time Claims Report and 1996 Injuries Compared to Prior Years Report. Discussion was held.

Motion was made by E. Burdick, seconded by A. Sylor to go into executive session. Motion carried.

In regular session Doug shared with the committee the latest letter sent to Fire and Ambulance companies pertaining to physical compliance. Discussion was held.

Motion was made by E. Burdick, seconded by R. Heineman to go into executive session. Motion carried.

In regular session Doug made the committee aware of the need to upgrade one computer in Workers' Comp to accommodate new programs he plans to purchase next year.

No compensation hearings were held in August.

Doug is planning to attend the self-insured counties meeting in Syracuse 10/2-10/4.

Office for the Aging requested a resolution be prepared to change the wage scale in the Section 4 Salary Plan for Site Managers, Drivers and Aides to \$4.75 - \$6.75. This change is due to the minimum wage increase effective 10/01/96. Motion was made by A. Sylor, seconded by E. Burdick to change the wage scale in the Section 4 Salary Plan to \$4.75 - \$6.75 for Site Managers, Drivers and Aides. Motion carried. Voting No - P. Lucas.

PREPARE RESOLUTION

Human Services Committee referred the request of Johannes Peeters to create a part-time position of Speech Pathologist. The position is to be placed in the Section 4 Salary Plan at a rate of \$17.00 per hour. Motion was made by R. Heineman, seconded by E. Burdick to create the part-time position of Speech Pathologist. Motion carried. Motion was made by R. Heineman, seconded by E. Burdick to place the title of Speech Pathologist in the Section 4 Salary Plan at an hourly rate of \$17.00. Motion carried. PPREPARE RESOLUTION

John Margeson presented to the committee a report of County departments and the number of full and part-time employees.

Ellen Ruckle stated that a meeting was scheduled October 4 at 10AM in the Legislative Chambers with a representative from the NYS Employees' Retirement System to speak to those employees eligible for the early retirement incentive.

The committee went into executive session.

In regular session the Personnel Committee reviewed the budget of the Personnel Department. Motion was made by E. Burdick, seconded by R. Heineman to approve .2 and .4 of the Personnel budget as recommended by the Budget Officer. Motion carried.

The committee reviewed the budget of the County Clerk's Office. Motion was made by R. Heineman, seconded by E. Burdick to approve .2 and .4 of the County Clerk's Office budget as recommended by the Budget Officer. Motion carried.

The committee reviewed the budget of the Board of Elections. Motion was made by P. Lucas, seconded by E. Burdick to approve .2 and .4 of the Elections budget as recommended by the Budget Officer. Motion carried.

The committee reviewed the budget of the Unallocated Insurance. Motion was made by P. Lucas, seconded by E. Burdick to approve .4 of the Unallocated Insurance budget as recommended by the Budget Officer. Motion carried.

The committee reviewed the budget of the Veterans' Service Agency. Motion was made by E. Burdick, seconded by P. Lucas to approve .2 and .4 of the Veterans' budget. Motion carried.

The committee reviewed the budget of the Risk Retention-Health. Motion was made by P. Lucas, seconded by R. Heineman to approve as recommended by the Budget Officer. Motion carried.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services
Personnel

DATE:

The Allegany County Health Department's Certified Home Health Agency and Long Term Home Health Agency provides direct nursing services to patients in these two programs. Under the current arrangement, we also contract out for some nursing services.

Federal Guidelines under Section 484.14(a) require that we have part-time or intermittent skilled nursing services and at least one other therapeutic service (physical, speech, or occupational therapy; medical social services; or home health aide services) are made available on a visiting basis, in a place of residence used as a patient's home. An HHA must provide at least one of the qualifying services directly through agency employees, but may provide the second qualifying service and additional services under arrangements with another agency or organization.

We are, therefore, requesting that a position of a part-time speech pathologist be established within the Health Department. Funding for this position is currently in a .4 account. If this position is created, the Health Department would need to transfer funds from the .4 account to the .1 account for this position. This should put us in line with HCFA (Health Care Financing Administration) guidelines for Medicaid and Medicare reimbursement. It is my understanding that this is a part-time position; therefore, fringes would not be included.

FISCAL IMPACT: In budget

For further information regarding this matter, contact:

Johannes A. Peeters, Health Department
Name and Department

716\268-9250 Ext. 491
Telephone Number

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: September 3, 1996

The Office for the Aging has personnel who work for minimum wage and work according to a wage scale that is based on minimum wage. Due to the increase of 50 cents per hour in minimum wage scheduled for October 1, 1996 the hourly rate for site managers, drivers and aids must be changed. Please request a resolution to change the wage scale for these personnel in the following manner:

<u>SCHEDULE</u>	<u>FROM</u>	<u>TO</u>
BEGINNING WAGE	\$4.25	\$4.75
2 YEARS	\$4.75	\$5.25
4 YEARS	\$5.25	\$5.75
6 YEARS	\$5.75	\$6.25
8 YEARS	\$6.25	\$6.75

THIS SCHEDULE IS FOR SITE MANAGERS AND DRIVERS.

SENIOR AIDS RECEIVE MINIMUM WAGE.

FISCAL IMPACT:

For further information regarding this matter, contact:

Kim Toot, Director, OFA
Name and Department

268-9390
Telephone Number

NOT
APPROVED

PERSONNEL COMMITTEE

October 7, 1996

OCT 9 1996

J. Margeson
Present: Kenneth Nielsen, Alton Sylor, Preston Lucas,
Robert Heineman, Edmund Burdick, John Walchli,
Doug Dillon, John Margeson and Jack Rosell

Minutes of the 09/03/96 committee meeting were approved by motion from P. Lucas, seconded by R. Heineman and carried.

Workers' Compensation

D. Dillon reviewed with the committee August 1996 actual vs. budget.

Doug gave an update on fireman physical exams.

The committee reviewed the summary of compensation claims.

Doug reported 4 hearings were held in September -- 3 in Belmont, 1 in Olean. Two cases were controverted.

J. Walchli requested a follow-up on firefighter safety awards and suggested writing a letter to fire companies pertaining to 100% physical compliance.

Motion was made by E. Burdick, seconded by R. Heineman and carried to go into executive session.

In regular session John Margeson made a request on behalf of the Board of Elections for a transfer of funds. \$5,000 transfer is needed in printing to cover the rest of the year. John recommended the committee refer the request to Ways and Means. Motion was made by A. Sylor, seconded by E. Burdick to refer request to Ways and Means for action. Motion carried.

Motion was made by E. Burdick at the request of J. Margeson to go into executive session. Motion was seconded by A. Sylor and carried.

Ellen Ruckle
Personnel Technician

NOT
APPROVEDPERSONNEL COMMITTEEOctober 15, 1996*J. Margeson*

Present: Nielsen; Sylor; Lucas; Heineman; Burdick;

The Clerk of the Board reported that the Social Services Dept. had sought bids for the replacement of the JOBTRAK van which had been damaged beyond repair in an accident on April 4, 1996. The low bid for a 1997 van was received from Maple City Dodge, Hornell, in the amount of \$21,178. and Commissioner Sinclair has requested that the bid price be paid from the Insurance Reserve Fund.

The question was raised by the committee as to the salvage value of the old van, but no information was available at this time. A motion was made by Sylor, seconded by Heineman and carried, to approve the payment of \$21,178 from Risk Retention Fund Account No. CS1931.4 (Uninsured Property Loss) on the condition that the salvage value be credited back to the Risk Retention Fund. A motion was also made by Lucas, seconded by Burdick and carried, that the recommendation of the county's insurance consultant and the County Treasurer be obtained with regard to the depreciation value on the old van, and whether that should be the amount paid from the Risk Retention Fund. The question of how the difference between the depreciated value and the purchase price of the new van would be made up was not determined.

The County Attorney is requested to prepare a resolution for consideration at the October 28, 1996 board meeting, approving the payment of \$21,178 from Risk Retention Fund Account No. CS1931.4 (Uninsured Property Loss) to cover the purchase price of a new 1997 Dodge Van from Maple City Dodge of Hornell, N.Y., together with a transfer of \$7,000 from CS1933.4 (Claims Approved by Supreme Court) to Account No. CS1931.4 (Uninsured Property Loss) to provide sufficient funds in that account to cover the purchase price of the van.

Meeting adjourned.

PERSONNEL COMMITTEE

NOT
APPROVED

November 4, 1996

NOV 6 1996

J. Margeson
Present: Kenneth Nielsen, Robert Heineman, Preston Lucas,
Edmund Burdick, Alton Sylor, John Walchli, John
Margeson, Douglas Dillon, Jack Rosell

Minutes of the October 7, 1996 committee meeting were approved by motion from E. Burdick, seconded by R. Heineman and carried.

Workers' Compensation

D. Dillon reviewed with the committee September 1996 actual vs. budget.

Motion was made by R. Heineman to go into executive session, seconded by E. Burdick. Motion carried.

In regular session Doug discussed with the committee the Firematic Ambulance situation regarding physical compliance. It was determined that J. Walchli, D. Dillon, K. Neilsen and Keith Barber meet with the County Attorney to determine further action.

Doug reported four hearings were held in October - two in Belmont, one in Hornell, one in Buffalo. Three cases were continued, one was closed in the County's favor. J. Walchli recommended working with Supervisors of JOBTRAK regarding participants work.

Motion was made by A. Sylor to direct the County Attorney to prepare the appropriate resolution for compensation of County Officers and Non-Unit employees covered by Section Salary Plan. Motion seconded by R. Heineman and carried.

PREPARE RESOLUTION

Motion was made by P. Lucas, seconded by E. Burdick to direct the County Attorney to prepare a resolution for the payment of increments to AFSCME employees, Nurses' Association members and Sheriff's Association members effective 1/1/97. Motion carried. PREPARE RESOLUTION

Jack reported on the Sheriff's arbitration.

Motion was made by P. Lucas to go into executive session, seconded by R. Heineman and carried.

Ellen Ruckle
Personnel Technician

APPROVED SALARIES FOR 1997

<u>TITLE</u>	<u>BASE SALARY</u>
County Legislators (15)	\$75 per diem-Board \$75 per diem-Daily County Work
Chairman	7,500
Majority Leader	300
Budget Officer	2,000
Deputy Budget Officer	2,000
County Administrator	47,500
Clerk of the Board	39,450
District Attorney	99,000
Assistant District Attorney (1st)	23,500
Assistant District Attorney (2nd)	21,500
Assistant District Attorney (3rd)	21,500
Assistant District Attorney (4th)	20,400
Public Defender	34,866
Assistant Public Defender (1st)	26,832
Assistant Public Defender (2nd)	21,527
Coroners	85 per diem
Coroners' Physician	50 per diem
Deputy County Auditor	1,100
County Treasurer	48,925
Real Property Tax Agency Director	34,280
County Clerk	45,990
County Attorney	84,675
Assistant County Attorney (1st)	66,660
Assistant County Attorney (2nd)	42,580
Personnel Officer	37,000
Election Commissioners (2)	9,640
Public Works Superintendent	49,000
Seasonal Laborers (Public Works)	5.50/hour
Data Processing Director	33,250
Sheriff	44,500
Probation Director	41,300
STOP-DWI Coordinator	15,450
Fire Coordinator	7,500
Safety Officer	3,000
Emergency Services Director	29,200
Public Health Director	44,050
Speech Pathologist	17.00/hour
Community Services Director	22,763
Chief Fiscal Officer	13,000
I.C.M. Coordinator	32,250
Intensive Case Manager	25,750
Social Services Commissioner	53,200
Jobtrak Supervisor	10.70/hour
Mail Clerk (p.t.)	5.75/hour

Development Director	30,150
Office for the Aging Director	33,750
Office for the Aging:	
Site Mgrs., Drivers, Aides	4.75-6.75/hour
Rushford Lake:	
Director	275/week
Lifeguards	6.50/hour
Youth Bureau Program Director	28,750
Employment & Training Director III	41,000
SDA Fiscal Officer	2,650
JTPA:	
Summer Counselors	7.40/hour
Remedial Teachers	10.75/hour
Executive Secretary, Workers Compensation	20,750

10/29/96

ljc

DEC 6 1996

PERSONNEL COMMITTEE

December 2, 1996

NOT
APPROVED

Present: Kenneth Nielsen, Preston Lucas, Edmund Burdick,
Robert Heineman, Doug Dillon and John Margeson

Minutes of November 4, 1996 meeting were approved by *J. Margeson*
motion from R. Heineman, seconded by P. Lucas and carried.

Workers' Compensation

D. Dillon reviewed with the committee October 1996 actual
vs. budget.

Doug reported to the committee year-end transfers: From
account S1710.101 - \$1500 to account S1710.105 - \$800,
account S1710.106 - \$200, account S1710.107 - \$500; from
account S1720.406 - \$45,000 to account S1720.430 - \$45,000;
from account S1720.431 - \$4000 and from account S1722.430 -
\$5000 to account S1710.430 - \$9000. Motion was made by
E. Burdick, seconded by P. Lucas to approve transfers.
Motion carried.

Two hearings were held in November, one in Belmont and
one in Rochester. Both pertained to Jones Memorial
Hospital employees. One case was closed.

Doug stated he had been in contact with the County
Attorney regarding the Firematic situation. A meeting
will be set in the near future with the County Attorney,
J. Walchli, D. Dillon, K. Nielsen and Keith Barber. More
information is needed to be researched first.

Motion was made by E. Burdick, seconded by R. Heineman
to go into executive session. Motion carried.

In regular session Margaret Gordon, Election Commissioner
met with the committee to request that the title of
Deputy Election Commissioner be placed back in the Non-
Unit Salary Plan. After discussion, a motion was made
by R. Heineman, seconded by E. Burdick to table the matter
until the January 1997 Personnel Committee meeting. Motion
carried.

Due to personnel changes in the Department of Social Ser-
vices, the following resolution action was made: motion
was made by P. Lucas, seconded by R. Heineman to create
titles of Director of Temporary Assistance and Director
of Administrative Services. Motion carried. PREPARE
RESOLUTION

Motion was made by P. Lucas, seconded by R. Heineman to place titles of Director of Temporary Assistance and Director of Administrative Services in Grade 18 of the Non-Unit Salary Plan. Motion carried. PREPARE RESOLUTION

Motion was made by P. Lucas and seconded by R. Heineman to move title of Deputy Commissioner of Social Services from Grade 20 to Grade 18 in the Non-Unit Salary Plan and to move title of Case Supervisor Grade B from Grade 14 to Grade 15 of the Non-Unit Salary Plan. Motion carried. PREPARE RESOLUTION

Motion was made by P. Lucas, seconded by R. Heineman to remove the titles of Case Supervisor Grade A, Accounting Supervisor Grade A, and Senior Social Services Investigator from the Non-Unit Salary Plan and Senior Data Entry Machine Operator from the Unit Salary Plan. Motion carried. PREPARE RESOLUTION

Motion was made by E. Burdick to direct the County Attorney to prepare the appropriate resolution for compensation of employees covered by the Non-Unit Graded Salary Plan. Motion seconded by R. Heineman and carried. PREPARE RESOLUTION

Discussion was held regarding the Allegany County Medical Policy and the changes made by the Personnel Committee in February of 1995. Motion was made by R. Heineman, seconded by E. Burdick to amend Resolution 258-85, Section 14, paragraph h. to read "Any employee leaving County Service under the New York State Employees' Retirement System after 10 years of County Service, will retain such medical insurance coverage and the cost of such coverage shall be paid in accordance with the following policy: (2) Family coverage will be paid in full by the County after either spouse reaches age 62. Until such age is reached, the County will pay one-half." Motion carried. PREPARE RESOLUTION

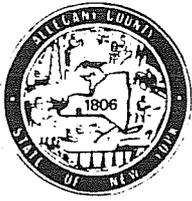
A classification review completed by the Personnel Department of Account Clerk Stenographer in the Office of the Clerk of the Board found the position to be more appropriately titled Account Clerk Typist. This action has Ways & Means Committee approval. Motion was made by P. Lucas, seconded by E. Burdick to abolish the position of Account Clerk Stenographer and create a position of Account Clerk Typist effective 12/31/96. Motion carried. PREPARE RESOLUTION

Discussion was held pertaining to the Health Department car that burned. It was determined that the policy of the committee that the insurance fund would pay for the book value of a car.

Employment Roster - Full-time Positions report was distributed by K. Nielsen. Discussion was held.

Motion was made by E. Burdick, seconded by R. Heineman to go into executive session. Motion carried.

Ellen Ruckle
Personnel Technician



ALLEGANY COUNTY MUTUAL SELF-INSURANCE PLAN

WORKERS' COMPENSATION INSURANCE
5435B County Rd. 48
Belmont NY 14813

TELEPHONE 716 268-5008

PERSONNEL COMMITTEE RESOLUTION

DOUGLAS A. DILLON
Executive Secretary

SUBJECT: TRANSFER OF FUNDS WITHIN THE A.C.M.S.I. PLAN ACCOUNTS
TO: ALLEGANY COUNTY TREASURER
DATE: December 2, 1996

WHEREAS, there exists insufficient funds in accounts S1710.105, S1710.106, S1710.107, S1710.430, and S1720.430 to meet known liabilities of the Plan for the year ending December 31, 1996 due to unanticipated higher costs, now, therefore,

BE IT RESOLVED, that the Allegany County Treasurer is hereby ordered to transfer the following specified funds as stated below:

TO WIT: From account S1710.101 "Personal Services - Regular", the sum of One Thousand Five Hundred Dollars (\$1,500.00).

To account S1710.105, "Personal Services - Vacation", the sum of Eight Hundred Dollars (\$800.00).

To account S1710.106, "Personal Services - Sick", the sum of Two Hundred Dollars (\$200.00).

To account S1710.107, "Personal Services - Personal", the sum of Five Hundred Dollars (\$500.00).

From account S1720.406 "Claimant Indemnity", the sum of Forty-Five Thousand Dollars (\$45,000.00).

To account S1720.430, "Claimant Medical", the sum of Forty-Five Thousand Dollars (\$45,000.00).

From account S1720.431 "Claimant Mileage/Medical" the sum of Four Thousand Dollars (\$4,000.00).

From account S1722.430 "Contributed Reserves", the sum of Five Thousand Dollars (\$5,000.00).

To account S1710.430, "Contractual Expense", the sum of Nine Thousand Dollars (\$9,000.00).

FURTHER, that the Allegany County Treasurer shall cause such transfers to be affected on or before December 31, 1996.

Moved by: _____ cc: Clerk of the Board of
Seconded by: _____ Legislators of Allegany County

Resolution unanimously carried by this Committee on the 2nd day of December in the year 1996.

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Human Services Committee

DATE: 11/19/96

The Department of Social Services is seeking the following resolutions as part of a plan of reorganization designed to 1) down size in relation to the lesser caseloads 2) stabilize its JOBTRAK workfare program and 3) increase its capacity to manage upcoming changes.

- Eliminate two positions of Social Welfare Examiner, Grade 11
- Eliminate two positions of Sr. Social Welfare Examiner, Grade 13
- Eliminate one position of Sr. Social Services Investigator, Non-unit Grade 14
- Eliminate one position of Sr. Caseworker, Grade 17
- Eliminate one position of Case Supervisor - Grade A, Non-unit Grade, Grade 15
- Eliminate one position of Accounting Supervisor, Non-unit Grade 15
- Eliminate one position of Sr. Data Entry Machine Operator, Grade 8
- Change Non-unit Grade of the Deputy Social Services Commissioner position from Grade 20 to Grade 18
- Change Non-unit Grade of Case Supervisor - Grade B from Grade 14 to Grade 15
- Add one position of JOBTRAK Supervisor
- Add one position of Director of Administrative Services, Non-unit Grade 18
- Add one position of Director of Temporary Assistance, Non-unit Grade 18
- Add one position of Case Supervisor - Grade B, Non-unit Grade 15

- Add one position of Principal Social Welfare Examiner, Non-unit Grade 15
- Add one position of Data Entry Machine Operator, Grade 6

These resolutions are to be effective January 1, 1997.

In composite, these resolutions eliminate 9 positions and add 5 positions, for a net decrease in staffing of 4 positions.

Classifications for the new titles of Director of Administrative Services and Director of Temporary Assistance have been approved by the Personnel Office.

FISCAL IMPACT: These changes decrease gross expenditures by approximately \$115,000 in salaries. Net county savings per year = an estimated minimum of \$34,500 - more if the State retains the administrative cost cap. (These figures do not include indirect cost savings).

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's Use Only)

COMMITTEE: Personnel

DATE: 12/2/96

The Committee approved a change in the wording of Resolution #258-85, Section 14, Health Insurance paragraph h. item (2) to read: Any employee leaving County Service under the New York State Employees' Retirement System after 10 years of County Service, will retain such medical insurance coverage and the cost of such coverage shall be paid in accordance with the following policy: (2) Family coverage will be paid in full by the County after either spouse reaches age 62. Until such age is reached, the County will pay one-half.

FISCAL IMPACT:

For further information regarding this matter, contact:

Ellen Ruckle-Personnel Dept.
Name and Department

Ext. 212
Telephone Number

NOT
APPROVED

DEC 16 1996

Personnel Committee Minutes

12/13/96

J. Margeson

Present: K. Nielsen, R. Heineman, P. Lucas, E. Burdick, J. Walchli, J. Margeson

John Margeson advised the committee that AFSCME Local 2574 voted to ratify the terms and conditions of a three year Collective Bargaining Agreement.

PREPARE RESOLUTION

On motion of E. Burdick,, seconded by P. Lucas, the committee voted unanimously to offer a resolution for legislative approval of the negotiated terms and conditions.

Meeting adjourned at 4:15 p.m.

NOT
APPROVED

DEC 24 1996

PERSONNEL COMMITTEE

December 23, 1996

PRESENT: K. Nielsen, P. Lucas, R. Heineman, E. Burdick, J. Walchli, J. Margeson



Chairman Nielsen called the meeting to order at 3:45 p.m.

John Margeson reported to the committee that the Clerk of the Board of Legislators has received from the Chairman of the Allegany County Republican Committee a certificate of party recommendation to appoint James Gallman, Angelica, N.Y. as Republican Election Commissioner effective 1/1/97.

PREPARE RESOLUTION

On motion of E. Burdick, seconded by P. Lucas, the committee voted unanimously to offer a resolution to appoint Mr. Gallman to said position. The County Attorney is requested to prepare said resolution for action by the Legislature on January 2, 1997.