

John M.

**NOT
APPROVED**

PERSONNEL COMMITTEE

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DEC 28 2000

**ALLEGANY COUNTY
BOARD OF LEGISLATORS**

December 22, 2000

Present: Robert Heineman, Curtis Crandall, William Dibble, Preston Lucas, Kenneth Nielsen, Susan Myers, Brent Reynolds, Rodney Bennett, John Margeson, Bernie Morris

Chairman Heineman reviewed with the Personnel Committee and the Legislators present the job specification for Director of Development. The specification revisions were requested in a referral from the Planning and Development Committee. Discussion was held. Motion made by P. Lucas, seconded by W. Dibble to approve specification as revised. Motion carried.

Motion was made by W. Dibble, seconded by K. Nielsen to go into Executive Session.

In regular session the motion was made by P. Lucas, seconded by W. Dibble to change the placement of Deputy County Clerk III in Grade 5. Motion carried.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

**NOT
APPROVED**

PERSONNEL COMMITTEE

December 11, 2000

John M.

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DEC 12 2000

**ALLEGANY COUNTY
BOARD OF LEGISLATORS**

Present: Robert Heineman, Kenneth Nielsen, Edmund Burdick, Preston Lucas, William Dibble, Curtis Crandall, Edgar Sherman, John Margeson, Doug Dillon

Doug discussed with the committee actual year-to-date vs. budget. Motion was made by P. Lucas, seconded by E. Burdick to approve budget transfers from Account S1720.406 Claimant Indemnity to Account S1710.101 - \$1030.00, to Account S1710.105 - \$1820.00, to Account S1710.106 - \$530.00, to Account S1710.402 - \$170.00, to Account S1710.406 - \$3660.00, to Account S 1710.409 - \$29670.00, to Account S1710.416 - \$190.00, to Account S1710.803 - \$300.00, to Account S1710.804 - \$20.00. Total transfer \$37,390.00. Motion carried.

Doug stated that he attended the District Three meeting in the Town of Willing where assessment of Workers' Compensation to Towns and Villages was discussed. Doug has been in contact with Brian Baty to reassign cost to localities based on payroll. This process is still in the works. The Committee commended and supported Doug on his effort to work with municipalities to reduce the cost of Workers' Compensation costs to municipalities.

Doug stated that the Safety Grant Re-application was moving along. If received, as much as \$50,000 could be used for training for Towns, Villages, and fire companies.

Doug was not able to attend the County Firemen's Convention to give awards to companies. Doug will be attending a Chiefs meeting December 20th in Friendship to present the awards.

Doug is working on physical forms with Dr. Ogden.

Work is still progressing on the 207C Policy Manual.

A letter was received for William Heaney, Chairman of the Allegany County Republican Committee stating the Republican Committee requests the Board of Legislators to approve the reappointment of James Gallman of Angelica, New York as Election Commissioner for a four-year term commencing January 1, 2001

and expiring December 31, 2004. Motion was made by W. Dibble, seconded by K. Nielsen to direct the County Attorney to prepare a resolution for the reappointment of James Gallman as Election Commissioner for a four-year term 01/01/01 – 12/31/04. Motion carried. **PREPARE RESOLUTION**

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician



ALLEGANY COUNTY MUTUAL SELF-INSURANCE PLAN

WORKERS' COMPENSATION INSURANCE

5435B COUNTY ROAD 48
BELMONT, NEW YORK 14813

TELEPHONE 716-268-5008
FAX 716-268-5002

PERSONNEL COMMITTEE RESOLUTION

DOUGLAS A. DILLON
Executive Secretary

TO: Allegany County Treasurer

SUBJECT: Transfer of Funds Within the A.C.M.S.I. Plan Accounts

DATE: December 11, 2000

WHEREAS, there exists insufficient funds in accounts S1710.101, S1710.105, S1710.106, S1710.402, S1710.406, S1710.409, S1710.416, S1710.803, and S1710.804, for the Plan year December 31, 2000, 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 S1720.406, "Claimant Indemnity", the sum of Thirty-Seven Thousand Three Hundred and Ninety Dollars (\$37,390).

To account S1710.101, "Regular", the sum of One Thousand and Thirty Dollars (\$1,030.00).

To account S1710.105, "Vacation", the sum of One Thousand Eight Hundred and Twenty Dollars (\$1,820.00).

To account S1710.106, "Sick", the sum of Five Hundred and Thirty Dollars (\$530.00).

To account S1710.402, "Administrative Mileage/Exp.", the sum of One Hundred and Seventy Dollars (\$170.00).

To account S1710.406, "Employers' Excess Liab.", the sum of Three Thousand Six Hundred and Sixty Dollars (\$3,660.00).

To account S1710.409, "Fees", the sum of Twenty-Nine Thousand Six Hundred and Seventy Dollars (\$29,670.00).

To account S1710.416, "Telephone", the sum of One Hundred and Ninety Dollars (\$190.00).

To account S1710.803, "FICA", the sum of Three Hundred Dollars (\$300.00).

To account S1710.804, "Workers' Compensation", the sum of Twenty Dollars (\$20.00).

FURTHER, that the Allegany County Treasurer shall cause such transfers to be affected on or before December 31, 2000.

Moved by: _____

Seconded by: _____

Resolution unanimously carried by this Committee on the 11th day of December in the year 2000.

cc: Clerk of the Board of Legislators of Allegany County

J. Margeson

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ALLEGANY COUNTY
BOARD OF LEGISLATORS

**NOT
APPROVED**

PERSONNEL COMMITTEE

December 4, 2000

Present: Robert Heineman, Kenneth Nielsen, Edmund Burdick, Preston Lucas, William Dibble, Curtis Crandall, Edgar Sherman, Bernie Morris, John Margeson

Motion was made by E. Burdick, seconded by W. Dibble to approve committee minutes of November 6, 2000 and November 13, 2000.

No Workers' Compensation report. Doug was attending hearings. A Committee meeting was tentatively scheduled for 1PM Monday, December 11, 2000 to meet with Doug.

Brenda Hotchkiss, Clerk of the Board stated it was time to renew the contract with H & V Risk Consultants for the period 01/01/01 to 01/01/02 at a cost of \$10,000. Motion was made by P. Lucas, seconded by E. Burdick to renew the contract. Motion carried. **PREPARE RESOLUTION**

P. Lucas recommended that liabilities be reviewed early next year.

Motion was made by W. Dibble, seconded by K. Nielsen to move into Attorney/Client session. Motion carried.

In regular session the motion was made by E. Burdick, seconded by W. Dibble to accept the recommendation of Dan Guiney, County Attorney to approve payment of \$10,000 for settlement of an auto accident injury case. Motion carried.

Discussion was held with Dan Guiney regarding Election Coordinators. It was suggested Election Commissioners Reuning and Gallman attend the next Personnel meeting for further discussion of the subject.

Bernie Morris discussed the referral from Public Safety Committee requesting the title change of the position Secretary to the Sheriff to Operations Advisor. After discussion with Bernie and the Sheriff, the decision was made by leave the title of the position Secretary to Sheriff and incorporate added duties to the existing specification of Secretary to the Sheriff. The committee supported the action. Public Safety Committee will be notified.

Bernie reported a job classification questionnaire was completed in the Office for the Aging by Dan Washburn currently in the position of Specialist, Services for the Aging. After review by the Personnel Department, it was determined that Coordinator of Services for the Aging more accurately described the duties performed. It was recommended the title be placed in Grade 6 of the Non-Unit Salary Plan and position created. Motion was made by P. Lucas, seconded by E. Burdick to place the title of Coordinator of Services for the Aging in Grade 6 of the Non-Unit Salary Plan. Motion carried. Motion was made by P. Lucas, seconded by E. Burdick to abolish one position of Specialist, Services for the Aging and create one position of Coordinator of Services for the Aging. Motion carried. **PREPARE RESOLUTION**

Bernie updated the committee on negotiations and grievance hearings.

Bernie reviewed with the committee the Non-Unit Salary Plan appeals and gave recommendation for changes within the Non-Unit Salary Plan. Motion was made by E. Burdick, seconded by W. Dibble to regrade the following titles:

- Deputy County Clerk III regrade to Non-Unit Grade 6
- Sr. Engineering Technician regrade to Non-Unit Grade 5
- Office Manager regrade to Non-Unit Grade 5
- Maintenance Supervisor regrade to Non-Unit Grade 7
- Secretary to District Attorney regrade to Non-Unit Grade 3
- Secretary to Public Defender regrade to Non-Unit Grade 3
- Secretary to County Attorney regrade to Non-Unit Grade 3

Motion carried. **PREPARE RESOLUTION**

Motion was made by K. Nielsen, seconded by W. Dibble to direct the County Attorney to prepare the necessary resolutions for the compensation of County employees whose titles are in the Section 4 Salary Plan, Non-Unit Salary Plan, Deputy Sheriff's Salary Plan, AFSCME Unit Salary Plan, and Nurses' Salary Plan. Motion carried. **PREPARE RESOLUTION**

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 12/4/00

RENEWAL OF CONTRACT WITH H & V RISK CONSULTANTS FOR THE YEAR 01/01/01 -
01/01/02.

FISCAL IMPACT: \$10,000 - cost of contract renewal

For further information regarding this matter, contact:

BRENDA HOICHTISS, Clerk of the Board
Name and Department

Ext. 222
Telephone Number

A Proposal to Perform Consulting Services

For

Allegheny County

Presented By:

H & V Risk Consultants, LLC

BUSINESS CONSULTANT AGREEMENT

This Agreement dated November 16, 2000 is made By and Between, Allegany County, whose address is County Office Building, 7 Court Street, Belmont, NY 14813, ("Client"), and H & V Risk Consultants, a New York Corporation, whose principal office is located in Amherst, New York ("Consultant").

RECITALS:

WHEREAS, the Consultant is familiar with the financial services and insurance markets utilized by the Client and has experience in risk management and related services; and

WHEREAS, the Client seeks to engage the consulting services of the Consultant to effectively meet the needs of the Client; and

WHEREAS, the Consultant desires to provide services to the Client under the terms and conditions of this Agreement; and

WHEREAS, the Client and the Consultant agree and acknowledge that it is in their mutual best interests to enter into this Agreement expressly stating the conditions which will regulate and control the responsibilities of consulting and confidentiality between the parties:

NOW, THEREFORE, IT IS AGREED:

- 1) Consultation Services. The Client hereby employs the Consultant to perform the following services in accordance with the terms and conditions set forth in this Agreement: The Consultant will consult with the designated committees and employees of the Client concerning matters which may include, but are not limited to:
 - a) developing an exposure analysis for the purposes of determining risk exposure and tolerance.
 - b) develop specifications for the purpose of soliciting competitive quotes, as necessary.
 - c) negotiate renewal premiums, terms, and conditions with the incumbent agent and/or or insurance carrier, as necessary.
 - d) maintain and update exposure information as provided by the Client and determine the insurability of each.
 - e) verify the accuracy of all property, liability and workers compensation policies issued during the term of this contract.
 - f) verify the accuracy of all premium invoices, or as requested.
 - g) verify the accuracy of all premium audits.
 - h) Request and receive endorsements issued to the current policies; verify the accuracy of each.
 - i) request and receive certificates of insurance, as needed.

- j) assist in filing claims, as needed.
- k) review and monitor loss and claim information, both paid and reserved, for the purpose of developing the appropriate risk management and underwriting programs.
- l) attend insurance review meeting as necessary.
- m) review and market Statutory Disability Insurance, as needed.

2. Terms of Agreement. This Agreement will begin January 1, 2001 and will end January 1, 2002. Either party may cancel this Agreement on thirty (30) days notice to the other party in writing, by certified mail or personal delivery.

3. Place Where Services Will Be Rendered. The Consultant will perform most services in accordance with this contract at a location of Consultant's discretion. In addition, the Consultant will perform services on the telephone and at such other places as necessary to perform these services in accordance with this Agreement.

4. Payment to Consultant. The Consultant will be paid \$10,000 for work performed in accordance with this Agreement. The Client will pay the Consultant this amount in 12 equal installments of \$833.33, beginning January 1, 2001 and ending January 1, 2002.

5. Independent Contractor. Both the Client and the Consultant agree that the Consultant will act as an independent contractor in the performance of its duties under this contract. Accordingly, the Consultant shall be responsible for payment of all taxes including Federal, State, and Local taxes arising out of the Consultant's activities in accordance with this contract, including by way of illustration but not limitation, Federal and State Income Tax, Social Security Tax, Unemployment Insurance Taxes, and any other taxes or business license fee as required.

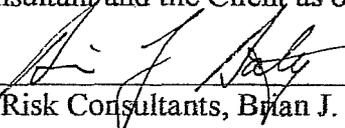
6. Confidential Information. The Consultant agrees that any information received by the Consultant during any furtherance of the Consultant's obligations in accordance with this contract, which concerns the personal, financial or other affairs of the Client will be treated by the Consultant in full confidence and will not be revealed to any other persons, firms or organizations without prior consent from the Client.

7. Employment of Others. The Client may from time to time request that the Consultant arranges for the services of others. All costs to the Consultant for those services will be paid by the Client but in no event shall the Consultant employ others without the prior authorization of the Client.

8. Governing Law. This Agreement shall be construed in accordance with and governed by the internal domestic laws of the State of New York.

9. Entire Agreement: There are no oral agreements in connection with this Agreement. This Agreement constitutes the entire agreement of the parties hereto and supersedes any prior agreements or understandings, whether oral or written, between the parties hereto with respect to the subject matter hereof. This Agreement may not be terminated, modified or amended orally or by any course of conduct or usage of trade but only by an agreement in writing duly executed by the parties hereto.
10. Binding Effect: This Agreement shall be binding upon the Consultant, his heirs and legal representatives and shall inure to the benefit of the Client, its successors and assigns.
11. Paragraph Headings: Headings and subheadings herein are for convenience of reference only and are not of substantive effect.

IN WITNESS WHEREOF, this Agreement has been duly executed and delivered by and between Consultant and the Client as of the date first above written.

By: 
H & V Risk Consultants, Brian J. Baty – President

By: _____
Allegany County

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 12/4/00

Non-Unit Salary Plan regrading recommended-based on appeals received and review by the Personnel Officer.

FISCAL IMPACT: \$7300 for 2001

For further information regarding this matter, contact:

Bernie Morris, Personnel Officer
Name and Department

Ext. 212
Telephone Number

NOT
APPROVED

PERSONNEL COMMITTEE
NOVEMBER 13, 2000

John M.
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NOV 15 2000

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Present: R. Heineman, K. Neilsen, Wm. Dibble, E. Burdick, C. Crandall, R. Lucas, E. Sherman, D. Dillon

Chairman Heineman called the meeting to order at 3:15 p.m.

Doug Dillon, Executive Secretary of the Workers Compensation Department was present to discuss potential funding alternatives for the County's Mutual Self-Insured Workers Compensation Fund. Doug indicated some municipalities are voicing concern over the cost of their participation in the plan.

Doug gave committee a brief historical overview of the department and the processes used, over the years, to fund the department. Currently, a municipality's contribution is based on 60% of that municipalities assessed property value and 40% based on experience of worker compensation claims.

Doug presented tabulations showing the amounts municipalities would contribute based on their payrolls and experience.

The committee discussed the possibility of allowing towns, and villages to have extensions in time to repay excessive contribution amounts in the event a municipality had its cost rise dramatically as a result of poor experience.

It was determined that Doug would speak with Brian Baty, the County's Insurance Consultant, and report back to committee at a later date.

Meeting adjourned at 4:00 p.m.

John Margeson
Recorder

John m.

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NOV 13 2000

ALLEGANY COUNTY
BOARD OF LEGISLATORS

NOT
APPROVED

PERSONNEL COMMITTEE

November 6, 2000

Present: Robert Heineman, Kenneth Nielsen, Edmund Burdick, William Dibble, Curtis Crandall, Preston Lucas, Edgar Sherman, John Margeson, Bernie Morris

Minutes of October 6, 2000 committee meeting were approved by motion from W. Dibble, seconded by K. Nielsen and carried.

Workers' Compensation – Doug Dillon was not in attendance due to hearings.

Discussion was held regarding chargeback to Towns and Villages for self-insurance.

The referral from Public Safety Committee pertaining to the E-911 positions was reviewed and discussed by J. Margeson. It was John's recommendation that the Personnel Committee take no action at this time regarding the referrals, the department hire a part-time employee and, if necessary, increase hours after 2001 as there is sufficient money in the budget. Motion was made by P. Lucas, seconded by E. Burdick to support recommendation. Motion carried. J. Margeson will notify Public Safety Committee.

Bernie updated the committee on negotiations for AFSCME and the Nurses' Association, grievance hearings and arbitrations.

Bernie will have the Non-Unit Salary survey appeals prepared to present at the December Personnel meeting.

Joe Presutti presented his request to the Committee to upgrade Senior Index Clerk from Grade 8 to Grade 9 of the Unit Salary Plan. The Committee recommended the Personnel Department review and report back to the Committee.

Gary Ogden, Public Health Director and Bernie Morris discussed with the Committee the desire to move the incumbent of the Physically Handicapped Children's Program Coordinator position Step 4 of Grade 5 of the Non-Unit Salary Schedule January 1, 2001. The incumbent identified cost saving opportunities in

excess of \$130,000 for the Allegany County Health Department. Human Services Committee supported the action. Motion was made by P. Lucas, seconded by K. Nielsen to advance the incumbent in the position of Physically Handicapped Children's Program Coordinator to Step 4 of Grade 5 of the Non-Unit Salary Plan effective January 1, 2001. Motion carried.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

**NOT
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PERSONNEL COMMITTEE

October 6, 2000

John M.
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OCT 11 2000
ALLEGANY COUNTY
BOARD OF LEGISLATORS

Present: Robert Heineman, Edgar Sherman, William Dibble, Edmund Burdick, Curtis Crandall, Kenneth Nielsen, Preston Lucas and Bernie Morris

Motion was made by W. Dibble, seconded by P. Lucas to approve the minutes of the September 5, 2000 and September 13, 2000 Personnel Committee meetings. Motion carried.

Brenda Hotchkiss, Clerk of the Board reported a claim was received in regard to damage to a car on 09/21/00 on County Route 9. Total expense was \$527.26. Motion was made by E. Burdick, seconded by W. Dibble to pay the claim. Motion carried.

Scott Spillane, Veterans' Director gave an update of Veterans' Agency activities.

Resolution was requested by District Attorney Terry Parker to move the title of Crime Victims Coordinator from the Non-Unit Salary Plan to the Section 4 Salary plan with a salary of \$21,088. Motion was made by P. Lucas, seconded by K. Nielsen to remove Crime Victims Coordinator title from the Non-Unit Salary Plan and place the title in Section 4 Salary Plan with a salary of \$21,088. Motion carried. PREPARE RESOLUTION

No action was taken on the tabled payment for induction physicals for fire and ambulance personnel.

No action was taken on referral from Public Safety Committee.

Bernie Morris, Personnel Officer stated he received 40 responses from Non-Unit employees pertaining to the classification survey letter he sent. Discussion was held.

Bernie reported that AFSCME and the Nurses Association were at mediation.

A request was received from David Sirianni, Probation Director regarding the request of a Probation Officer to work from home three (3) days a week and two (2) days a week to come in to the office for interviews, exchange information, etc. Motion was made by P. Lucas, seconded

by K. Nielsen to approve the request through December 31, 2000, to be re-evaluated at that time.
Motion carried.

Discussion was held regarding the administrative authority of the County Administrator.

Discussion was held regarding payment of Election Inspectors.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

FROM THE DIRECTOR'S DESK

H. Scott Spillane

ISSUE: The Wellsville Veteran Outreach Clinic will begin accepting phone in-appointments on/after October 18, 2000 at 593-1564. There was a misprint in the local paper. We signed up over 500 veterans at our one session in Wellsville at the American Legion. We probably turned away half that amount! The need for this clinic is certainly there!

ISSUE: We are planning for a Bath VAMC Stand Down for some of our neediest veterans this fall. A Stand Down is a procedure whereby we bring some of the veterans who do not see formal VA people and give them services as well as surplus government items, such as blankets, etc. to see them thru the cold weather. We are tentatively set for December 9, 2000 at the BOCES CENTER in Belmont, N.Y. We are also planning medical screening, such as HEP C , Dental Exams, etc. We plan to see wives and children and attend to some of their immediate needs. What I would like to do is to address the whole legislative body on Oct 23, 2000 and county dept. heads on our plan and ask their support to our first Stand Down to make it a success.

John m.

**NOT
APPROVED**

PERSONNEL COMMITTEE

September 13, 2000

RECEIVED

SEP 15 2000

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Present: Robert Heineman, Kenneth Nielsen, Preston Lucas, William Dibble

Joseph Presutti, County Clerk, presented the 2001 budget for the County Clerk's Office. Motion made by W. Dibble, seconded by P. Lucas to approve .2 and .4 accounts of the budget as recommended by the budget officer. Motion carried.

Bernie Morris, Personnel Officer, presented the 2001 budget for the Personnel/Civil Service Department. Motion was made by P. Lucas, seconded by K. Nielsen to approve .2 and .4 accounts of the budget as recommended by the budget officer. Motion carried.

Brenda Hotchkiss, Clerk of the Board, presented the budget for Unallocated Insurance. Motion was made by P. Lucas, seconded by W. Dibble to accept the budget as recommended by the budget officer. After discussion motion was made by K. Nielsen, seconded by P. Lucas to amend the St. Paul S. I. R. Package requested amount from \$128,000 to \$125,000. Motion carried. Motion carried to approve the budget as amended.

Bruce Reuning, Election Commissioner, and Joyce Bledsoe, Deputy Election Commissioner, presented the budget for the Board of Elections. Motion was made by P. Lucas, seconded by W. Dibble to approve .2 and .4 accounts of the budget as recommended by the budget officer. Motion carried.

Scott Spillane, Veterans' Director, presented the Veterans' Service Agency budget for review. Motion was made by P. Lucas, seconded by W. Dibble to approve .2 and .4 accounts of the budget as recommended by the budget officer. Motion carried.

John Margeson, County Administrator, presented the Risk Retention – Health Insurance budget. Motion was made by W. Dibble, seconded by P. Lucas to approve budget as presented. Motion carried.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

John M.

PERSONNEL COMMITTEE

September 5, 2000

RECEIVED

SEP 7 2000

ALLEGANY COUNTY
BOARD OF LEGISLATORS

NOT
APPROVED

Present: Robert Heineman, William Dibble, Preston Lucas, Kenneth Nielsen, Curtis Crandall, Edmund Burdick, Edgar Sherman, Doug Dillon, Bernie Morris and John Margeson

Minutes of 08/07/00 and 08/14/00 Personnel Committee were approved by motion from P. Lucas, seconded by C. Crandall and carried. E. Burdick's name was removed from attendance list of August 7, 2000 minutes.

Workers' Compensation

Doug Dillon reported that six (6) hearings were held in August. All six (6) cases were continued.

Doug reviewed with the committee the current Fire and Ambulance physical compliance list. 85% fire personnel and 81% ambulance personnel have complied with the physical exam requirements.

Discussion was held regarding R. Heineman's meeting with the Cuba Fire Chief. OSHA physicals and cost discussion was tabled by motion from W. Dibble, seconded by K. Nielsen until D. Dillon and J. Margeson can obtain information on cost, providers and usage. Motion carried.

Discussion was held regarding the cost of induction physicals for fire and ambulance personnel. Motion was made by W. Dibble to increase the payment from \$24 to \$40 per induction physical, seconded by C. Crandall, dependent upon Doug contacting doctors to review physical form to require more specific information. After discussion, W. Dibble moved to table the motion until the October committee meeting for more information, seconded by K. Nielsen and carried.

Doug stated that since the last committee meeting he had attempted to establish a resource group, however, he has received no response from the contacts he made for getting members.

John Histed, Probation Supervisor spoke to the Personnel Committee regarding the County adopting the Section 89-t Special Retirement Plan for County Probation Officers. Probation Officers could retire after 25 years of service with the New York State and Local Retirement System.

Motion was made by W. Dibble, seconded by K. Nielsen and carried to go into Executive Session.

In regular session motion was made by P. Lucas to not adopt Section 89-t Special Retirement Plan for County Probation Officers under the New York State and Local Retirement System. Motion seconded by K. Nielsen and carried. The Committee directed the Personnel Officer Bernie Morris to contact John Histed regarding the Committee's decision.

After discussion motion was made by P. Lucas, seconded by K. Nielsen to notify affected employees of any insurance premium increase. Motion carried.

Discussion was held regarding referrals from Public Safety Committee pertaining to E-911 enumerating position. Motion was made by W. Dibble to table the referrals' request for action until more information is received. Motion seconded by P. Lucas and carried.

Bernie Morris stated that the Non-Unit Classification Survey will be wrapped up by the end of the month. A letter will be going to all Non-Unit employees requesting they submit in writing their complaint with the survey, by a specified date.

Personnel Committee will be meeting September 13, 2000 to review department budgets.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

FROM THE DIRECTOR'S DESK

H. Scott Spillane

ISSUE: The Wellsville Veteran Outreach Clinic is on schedule to open hopefully sometime this month. We have scheduled for this Saturday, Sept. 9, 2000 a VA enrollment for healthcare at the Wellsville American Legion from 10 AM – 5PM. Photo ID cards will be issued for those veterans who do not have these important cards.

ISSUE: I will be attending the Bath VAMC formal POW/MIA ceremony on Sept 15, 2000 at 2PM. There will be a 10-passenger van for those former POWs who cannot find transportation to this annual event.

ISSUE: We are planning for a Bath VAMC Stand Down for some of our neediest veterans this fall. A Stand Down is a procedure whereby we bring some of the veterans who do not see formal VA people and give them services as well as surplus government items, such as blankets, etc. to see them thru the cold weather. More information will be forthcoming as we develop an agenda.

NOT
APPROVED

PERSONNEL COMMITTEE

August 15, 2000

John M.
RECEIVED

AUG 21 2000

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Present: Robert Heineman, Kenneth Nielsen, Edmund Burdick, William Dibble, Preston Lucas, Curtis Crandall, John Margeson, Bernie Morris

Discussion was held regarding the referral returned to Public Safety Committee regarding the contracting of a Crime Victims Coordinator position. It was determined that contracting could not be done. The Personnel Committee supported the creation of a position of Crime Victims Coordinator to be abolished when the funding ran out. A motion was made by W. Dibble, seconded by C. Crandall to create the title of Crime Victims Coordinator to be placed in Grade 5 of the Non-Unit Salary Schedule. Motion carried. PREPARE RESOLUTION

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

John M.

NOT
APPROVED

PERSONNEL COMMITTEE

RECEIVED

August 7, 2000

AUG 8 2000 P.M.

ALLEGANY COUNTY
BOARD OF LEGISLATORS

Present: Robert Heineman, Kenneth Nielsen, Preston Lucas, Edmund Burdick, Curtis Crandall, William Dibble, Doug Dillon, John Margeson, Bernie Morris

Minutes of the July 3rd, 2000 meeting were approved as amended by motion from K. Nielsen, seconded by P. Lucas. Motion carried.

Workers' Compensation

Doug Dillon reported seven (7) hearings held in July. Four (4) cases were closed, three (3) were continued.

Doug requested a motion to approve the 2001 budget for Workers' Compensation apportioning assessments to participants. Motion was made by P. Lucas, seconded by K. Nielsen to approve the assessments to participants as submitted. Motion carried. Doug suggested that in another year the committee review the possibilities of capping assessments.

Doug stated that Allegany County did not receive a Safety Grant. He has been in contact with OSHA regarding this. He found that our application was in the top 5 of 200 applications.

Discussion was held regarding promoting safety among fire and ambulance companies. The committee suggested Doug establish a resource group to work with Doug and fire and ambulance companies to promote safety.

Discussion was held regarding the referral from Public Safety Committee regarding the establishment of a Crime Victims Investigator position. The grant received for this position is \$50,000 year by year. After discussion motion was made by P. Lucas, seconded by K. Nielsen to send the request back to the Public Safety Committee suggesting services for this position be contracted if possible. Motion carried.

Motion was made by W. Dibble, seconded by K. Nielsen to go into executive session. Motion carried.

In regular session discussion was held regarding Bernie Morris, Personnel Officer, John Margeson and Norm Stocker and their involvement in union

grievance procedures. It was determined that the Personnel Officer would receive and respond to grievances through Step 2. Grievance hearings and, if necessary, arbitrations will be held by Norm Stocker. Bernie will keep John Margeson up to date on all grievances.

Discussion was held regarding training for supervisors in the area of labor relations.

Discussion was held with Sheriff Belmont regarding the referral from Public Safety to increase the salary of the Sheriff from \$48,000 to \$53,000. Motion was made by P. Lucas, seconded by K. Nielsen to increase the Sheriff's salary in the Section 4 Salary Plan to \$53,000. Motion carried.

PREPARE RESOLUTION

Discussion was held regarding the procedure for hearing grievances pertaining to the Non-Unit Job Classification. Bernie will be handling this with consultations with Dale Dutton.

The 2000 Retirement Incentive Program was discussed. Motion was made by W. Dibble, seconded by P. Lucas to begin the process to enact a local law to participate in the 2000 Retirement Incentive Program. Motion carried.

PREPARE RESOLUTION

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

John M.

**NOT
APPROVED**

JUL 25 2000

PERSONNEL COMMITTEE MINUTES

OF JULY 3, 2000

AMENDMENT

Referral from Human Services to amend Section 4 Salary Plan to change the pay range for Office for Aging Site Managers to \$6.50 - \$8.50/hour to be effective July 31, 2000. Motion was made by E. Burdick, seconded by P. Lucas to approve the \$6.50 - \$8.50/hour pay range for Site Managers to be effective July 31, 2000. Motion carried.
Prepare Resolution.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: June 21, 2000

The Allegany County Office for the Aging requests a resolution to amend the section 4 salary schedule effective July 31, 2000 due to the difficulty in recruiting quality applicants for Luncheon Site Managers.

SITE MANAGERS

	<u>FROM</u>	<u>TO</u>
Beginning Wage	\$5.15/HR	\$6.50/HR
2 YEARS	\$5.65/HR	\$7.00/HR
4 YEARS	\$6.15/HR	\$7.50/HR
6 YEARS	\$6.65/HR	\$8.00/HR
8 YEARS	\$7.15/HR	\$8.50/HR

FISCAL IMPACT: In the year 2000 the increase would be \$2,750.00 covered by Federal Funds.

For further information regarding this matter, contact:

Kim Toot Office for the Aging
Name and Department

Ext. 390
Telephone

J. Margeson

PERSONNEL COMMITTEE

**NOT
APPROVED**

July 3, 2000

JUL 6 2000

Present: Robert Heineman, Preston Lucas, Edmund Burdick, Kenneth Nielsen, Curtis Crandall, Edgar Sherman and John Margeson

Minutes of the June 5th and June 26th 2000 Personnel Committee meetings were approved by motion from K. Nielsen, seconded by P. Lucas and carried.

Workers' Compensation

Doug Dillon was unable to attend because of scheduled compensation hearings.

Brenda Hotchkiss, Clerk of the Board, presented a request to transfer \$8200 from A1990.4 (Contingency) to A1910.406 (Unallocated Insurance) due to the fact that several insurance premiums increased. Motion was made by P. Lucas, seconded by E. Burdick to approve transfer of funds. Motion carried.

PREPARE RESOLUTION

Joseph Presutti, County Clerk, requested permission to fill positions of Index Clerk and Motor Vehicle Cashier Examiner. Motion made by P. Lucas, seconded by E. Burdick to approve filling of positions. Motion carried.

Scott Spillane, Veterans Service Agency Director, discussed several current event items with the committee. Scott asked to attend a training school in Indianapolis July 26-29, 2000. Motion made by E. Burdick, seconded by K. Nielsen to approve attendance at training school in July. Motion carried.

John Margeson stated that Bernard Morris has accepted the position of Personnel Officer and will start July 17, 2000 at a salary of \$44,000. He has directed the County Attorney to prepare a resolution to that effect to be voted on at the July 10, 2000 Board meeting.

J. Margeson stated that negotiations with AFSCME are progressing. Medical insurance is a major issue.

Nurses Association negotiations are progressing.

John will be working on a contract with Norm Stocker and have ready for the committee as soon as possible.

Grievances have been received or voiced regarding the placement of titles in the new Non-Unit Salary Plan. Motion was made by K. Nielsen, seconded by P. Lucas to have Dale Dutton give his criteria for the classification and work with Bernie Morris, the new Personnel Officer, to review appeals. Motion carried.

Discussion was held regarding payment of retroactive pay to employees no longer employed with the County. Motion was made by P. Lucas, seconded by E. Burdick to make retro payments to employees no longer employed by the county. Motion lost. Voting NO: C. Crandall and K. Nielsen.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

FROM THE DIRECTOR'S DESK

H. Scott Spillane

ISSUE: Per phone call with Jim Jenkins, Public Affairs Officer at the Bath VAMC, the veterans outreach clinic is on track to open in the September 2000 timeframe. Jim wants me to set up two sign-up dates in Wellsville, one in July and the other in August. I am coordinating with the Wellsville American Legion about dates. Jim also asked if we would like to sponsor a "Stand Down 2000 in Allegany County sometime in the fall. I said certainly. A Stand Down is a way the VA reaches out to down and out Veterans.

ISSUE: I am planning on attending the Annual Department Service Officers School from July 26-29, 2000. I will be traveling with my Wyoming County counterpart to hold down my expenses. He is driving so I go free, what a deal!

ISSUE: Enclosed is a copy of our summer 2000 newsletter on our county website.

ISSUE: Enclosed is the press release for the Veterans "Buy-Back Bill which is awaiting the Governor's signature. This WILL have an impact on many of our county employees.

ISSUE: I was informed by Congressman Reynolds's office that they are in receipt of 28 Jubilee of Liberty Medals for our Normandy soldiers who were not able to receive their medals in person. I will make arrangements to pick them up after the 4th and get them out to the veterans.

Allegany County Veterans Service Agency
SUMMER 2000
H. Scott Spillane, Director

DIRECTORS' DESK:

Purple Heart recipients have moved up to Priority Group 3. They will not be charged co-payments for their healthcare at VA Hospitals or Community based Clinics. This is NOT AUTOMATIC. Veterans will have to supply their own DD 214 or Orders for their Purple Health.

About 25% of people infected with Hepatitis C DO NOT appear to belong with any of the presumed risk groups.

The Vietnam Veterans Association (VVA) service representatives have been advised by their legal counsel to file the following claims: S/C for diabetes due to Agent Orange exposure and S/C for Hepatitis C. The representatives have been instructed to continue prosecuting these claims even though they will more than likely be denied by the VA and at the appellate level. The logic behind this procedure is to establish effective dates for service-connection for these particular disabilities because of research linking diabetes and hepatitis C to service in Vietnam. We have been doing similar claims!

I can be reached at Spillahs@Alleganyco.com.

DID YOU KNOW?

Virtually everyone who served in the military had the privilege of buying US Savings Bonds through the payroll-saving plan. According to the Treasury, series "E" bonds, the most common type, issued from May 1941 through April 1960 and December 1965 through April 1970, NO LONGER EARN INTEREST. Please check your old bond and your local bank or go to the web site www.publicdebt.treas.gov.

The average age of veterans at the Bath VAMC is 46 years of age. The average stay is 120 days.

As of October 1, 1999, the co-pay charge at VA hospitals went up from \$45.80 to \$50.80.

The Bath VAMC has a number of programs designed to ease the caregiver's burden and help the veterans and their families. These programs include:

1. The Home Based Primary Care Program (HBPC)- Provides primary healthcare in the home of the severely disabled veteran. For more information call Gay Weaver (607) 776-2111, ext. 1168.
2. The Respite Program offers relief for the caregivers who sometimes need a break from the stress of providing 24 hour care for the veteran. For more information call Mary Ellen Little (607) 776-2111, ext. 1347.
3. The Adult Day Care Program (ADHC)- This program is designed for sick veterans who live at home. For more information call Bruce Tucker (607) 776-5446.

The American Legion has a Temporary Financial Assistance program, which has proven to be a highly flexible tool to solve many problems the bureaucracies cannot solve easily. T.F.A. applications can be secured by calling our office for more information.

A recent survey by the National Partnership for Reinventing Government found that 80% of VA Healthcare users are more satisfied than just 2 years ago. Our VA Medical Centers focus on customer satisfaction and patient safety.

The VA has setup an education benefits information line, dedicated exclusively for the purpose of providing help and information on its education benefits. The number is 1-888-442-4551.



**THE
AMERICAN
LEGION
Department
of New York**

NEWS

New York State
Headquarters

For Release:

(518) 463-2215

June 14, 2000

VETERANS "BUY-BACK" BILL

THE AMERICAN LEGION'S 16 YEAR EFFORT TO GAIN COMPENSATION FOR NEW YORK'S MEN AND WOMEN FOR THEIR MILITARY SERVICE WAS REALIZED WITH THE ENACTMENT OF THE AMERICAN LEGION'S SPONSORED BILLS: S 8101 (SEN. MORAHAN, BRUNO, et. al.) AND A/11380 (TOCCI, VITALIANO, SILVER, et. al.)

This bill would allow up to three (3) years of service credit for military service performed during certain past and future periods of military conflicts for members of public retirement systems in New York State. Members must have a least five years of credited service (non including military service) and would be required to make a payment of three percent of current compensation per year of additional service credit granted by this bill.

Cost Factor (Based on an employee with a yearly salary of \$30,000 and 22 years of service):

- Cost of Credit: 3% of \$30,000.00 = \$900.00 per year x 3 years = \$2,700.00

Pension:

- Employee with 22 years of service receives 44% of \$30,000 = \$13,200.00 Pension

- Employee with 22 years + 3 years military service credit for a total of 25 years receives 50% of \$30,000.00 = \$15,000.00 Pension*

*An increase of \$1,800.00 yearly for life

Periods of eligibility and dates:

- World War II 12/7/41 – 12/31/46
- Korean War 6/27/50 – 1/31/55
- Vietnam War 2/28/61 – 5/7/75
- Lebanon* 6/1/83 – 12/1/87
- Grenada* 10/23/83 – 11/21/83
- Panama* 12/20/89 – 1/31/90
- Iraq** 8/2/90 – to end of hostilities as determined by US Govt.

*Condition on receipt of expeditionary medal.

**Condition on service rendered in certain countries in the Gulf.

This act shall take effect immediately and shall be deemed to have been in full force and effect on and after December 21, 1998.

Richard R. Keiser
Department Commander

Richard M. Pedro
Department Adjutant

John DePersis
Legislative Chairman

Suite 400 112 State Street Albany, New York 12207

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Personnel

DATE: July 3, 2000

A resolution is requested to transfer \$8,200 from A1990.4 (Contingent) to A1910.406 (Unallocated Insurance).

The 2000 budget for A1910.406 was based on 1999 expenditures of \$152,156 and was set at \$152,881. The actual 2000 expenditures for account A1910.406 will be \$160,814. (See attached comparison of 1999 and 2000 expenditures.)

FISCAL IMPACT: \$8,200

For further information regarding this matter, contact:

**Brenda R. Hotchkiss, Clerk
Allegany County Board of Legislators**

268-9220

Unallocated Insurance - Account No. A1910.406

	<u>1999</u>		<u>2000</u>
Municipal Insurance Consultants	10,000	H & V Risk Consultants	10,000
Brown & Stout Agency (Coregis)	109,873	Lawrence Dye, Inc. (St. Paul)	116,521
Brown & Stout Agency (Willis & Corroon)	11,000	Lawrence Dye, Inc. (Willis & Corroon)	11,880
Arthur J. Gallagher & Co.	1,650	Arthur J. Gallagher & Co.	1,650
Brown & Stout Agency (Public Officials)	19,458	Brown & Stout Agency (Public Officials)	20,588
Hartford Steam Boiler Inspection	175	Hartford Steam Boil Inspection (Estimated)	175
1999 Total for A1910.406	\$152,156	2000 Total for A1910.406	\$160,814

J. Margeson

PERSONNEL COMMITTEE

June 26, 2000

**NOT
APPROVED**

JUN 29 2000

Present: Robert Heineman, Edmund Burdick, William Dibble,
Kenneth Nielsen, Preston Lucas, Curtis Crandall, Rod
Bennett and John Margeson

Discussion was held regarding the process of interviews for Personnel Officer. A motion was made by E. Burdick, seconded by K. Nielsen to offer the position of Personnel Officer to Bernard J. Morris. Motion carried.

The committee instructed John Margeson to contact Mr. Morris and discuss salary and a hire date and report to the committee at their July meeting to be held July 3, 2000.

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

John Margeson

NOT
APPROVED

PERSONNEL COMMITTEE

June 5, 2000

JUN 13 2000

Present: Robert Heineman, Curtis Crandall, William Dibble, Preston Lucas, Edmund Burdick, Doug Dillon, John Margeson, Dale Dutton

Minutes of the May 1, 1000 Personnel Committee were approved by motion from W. Dibble, seconded by P. Lucas. Motion carried.

Workers' Compensation

Doug Dillon reported that three hearings were held in May. One case was closed, two cases were continued.

Doug reviewed year-to-date actual vs. budget for Workers' Compensation with the committee.

Doug also reviewed the year 2001 budget of Workers' Compensation with the committee. Motion was made by W. Dibble, seconded by E. Burdick to approve the Workers' Compensation 2001 budget as submitted. Motion carried.

Brenda Hotchkiss, Clerk of the Board, presented the Public Official Liability renewal proposal. Brian Baty of H & V Risk Consultants, LLC had recommended the Coregis proposal with an annual premium of \$20,588. Motion was made by E. Burdick, seconded by C. Crandall to accept the Coregis quote A at a premium of \$20,588 effective 07/01/00. **PREPARE RESOLUTION**

Dale Dutton presented to the committee the completed Non-Unit Job Classification Review. Motion made by P. Lucas to accept job classifications pending receipt of missing specifications which, if not received, forego any rate change. There was no second to the motion.

Motion was made by E. Burdick, seconded by W. Dibble to accept the job specifications as received. Motion carried. Voting No: P. Lucas

Motion was made by W. Dibble, seconded by E. Burdick for John Margeson to obtain the outstanding questionnaires to complete the job specifications

so all Non-Unit personnel will have appropriate job specifications. Motion carried.

Motion was made by W. Dibble, seconded by E. Burdick to approve the new Non-Unit Salary Plan effective 07/01/00. Motion carried. **PREPARE RESOLUTION**

Motion was made by W. Dibble, seconded by C. Crandall to approve the allocation of Non-Unit titles to the new Non-Unit Salary Plan effective 07/01/00. Motion carried. Voting No: P. Lucas **PREPARE RESOLUTION**

Referral from Public Safety to increase Sheriff salary by \$5,000 was received. Motion made by P. Lucas, seconded by W. Dibble to approve salary raise when the Sheriff assumes the management of E-911 Dispatch was withdrawn after discussion. Motion was made by W. Dibble, seconded by E. Burdick to table action on the referral until more information is received. Motion carried.

Referral from Human Services to increase the salary of Intensive Case Manager in the Section 4 Salary Plan from \$27,000 to \$27,600 was reviewed. Motion was made by P. Lucas, seconded by W. Dibble to approve salary request increase of \$27,000 to \$27,600 for Intensive Case Manager in the Section 4 Salary Plan. Motion carried. **PREPARE RESOLUTION**

A list of certain county employees eligible for July increments was presented to the committee. Motion was made by P. Lucas, seconded by E. Burdick to direct the County Attorney to prepare the necessary resolution for granting increments effective July 1, 2000. Motion carried. **PREPARE RESOLUTION**

Motion was made by W. Dibble, seconded by C. Crandall to go into executive session. Motion carried.

In regular session the committee, by motion from E. Burdick, seconded by C. Crandall, determined that the procedure for retroactive pay for employees who have resigned or retired before a contract is approved will continue. Motion carried. Voting No: P. Lucas

Discussion was held regarding the referral from Ways & Means Committee regarding the proposed organizational changes in the Real Property Tax Department. Motion was made by E. Burdick, seconded by P. Lucas to create one position of Tax Assessment Supervisor and abolish one position of Real Property Tax Service Aide in the Tax Department. Motion carried. **PREPARE RESOLUTION**

Motion was made by E. Burdick, seconded by P. Lucas to place the title of Tax Assessment Supervisor in Grade 6 of the new Non-Unit Salary Plan. Motion carried. **PREPARE RESOLUTION**

Motion was made by E. Burdick, seconded by P. Lucas to go into executive session at the request of John Margeson. Motion carried.

In regular session, meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 06/05/00

As a result of the Non-Unit Job Classification review, the new Non-Unit Salary Plan is initiated to be effective 07/01/00.

FISCAL IMPACT: \$17,500

For further information regarding this matter, contact:

John Margeson

Ext. 217

Name and Department

Telephone Number

2000 NON UNIT SALARY SCHEDULE

GRADE 1 \$20000-27685

Personnel Clerk
Secretary to the County Administrator
Secretary to the District Attorney
Secretary to the Public Health Director

Secretary to the Commissioner of Social Services
Secretary to the County Attorney
Secretary to the Public Defender
Secretary to the Sheriff

GRADE 3 \$22511-31160

GRADE 4 \$23882-33058

Office Manager
Senior Engineering Technician

Deputy County Clerk III
County Historian

GRADE 5 \$25336-35072

Bridge Maintenance Supervisor
Road Maintenance Supervisor

Physically Handicapped Children's Program Coordinator

GRADE 6 \$26879-37208

Automotive Mechanic Supervisor
Maintenance Supervisor
Tax Assessment Supervisor
Personnel Technician
Senior Tax Map Technician

Deputy County Clerk II
Nutrition Services Coordinator
Supervisor of Public Health Education
Journal Clerk

GRADE 7 \$28516-39474

Accountant
CAP Supervisor
Equipment Supervisor
Supervisor of Child Support Services
Director of Weights and Measures
Supervising Public Health Nurse
WMS/MMIS Coordinator
Employment & Training Program Coord.

Bridge Construction Supervisor
Case Supervisor Grade B
Landfill Supervisor
Director of Veterans Service Agency
Deputy Sheriff Lieutenant
Quality Assurance Coordinator
Principal Social Welfare Examiner

GRADE 8 \$30252-41878

Junior Engineer
Deputy County Treasurer
Probation Supervisor

Deputy County Clerk
Microcomputer Network Administrator

GRADE 9 \$32095-44428

Deputy Social Services Commissioner
Director of Services
Undersheriff

Director of Administrative Services
General Supervisor
Director of Patient Services

GRADE 10 \$34050-47134

Deputy Superintendent of Public Works II

Deputy Public Health Director

GRADE 11 \$36124-50004

Deputy Superintendent of Public Works I

ALLEGANY COUNTY NON-UNIT SALARY PLAN

Grade	Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Inc
1	20,000	20,600	21,218	21,855	22,511	23,186	23,882	24,598	25,336	26,096	26,879	27,685	3%
2	21,218	21,855	22,511	23,186	23,882	24,598	25,336	26,069	26,879	27,685	28,516	29,371	3%
3	22,511	23,186	23,882	24,598	25,336	26,069	26,879	27,685	28,516	29,371	30,252	31,160	3%
4	23,882	24,598	25,336	26,069	26,879	27,685	28,516	29,371	30,252	31,160	32,095	33,058	3%
5	25,336	26,096	26,879	27,685	28,516	29,371	30,252	31,160	32,095	33,058	34,050	35,072	3%
6	26,879	27,685	28,516	29,371	30,252	31,160	32,095	33,058	34,050	35,072	36,124	37,208	3%
7	28,516	29,371	30,252	31,160	32,095	33,058	34,050	35,072	36,124	37,208	38,324	39,474	3%
8	30,252	31,160	32,095	33,058	34,050	35,072	36,124	37,208	38,324	39,474	40,658	41,878	3%
9	32,095	33,058	34,050	35,072	36,124	37,208	38,324	39,474	40,658	41,878	43,134	44,428	3%
10	34,050	35,072	36,124	37,208	38,324	39,474	40,658	41,878	43,134	44,428	45,761	47,134	3%
11	36,124	37,208	38,324	39,474	40,658	41,878	43,134	44,428	45,761	47,134	48,548	50,004	3%

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 06/05/00

Referral from Human Services requesting the Personnel Committee recommend the increase in the salary for Intensive Case Manager (2) from \$27,000 to \$27,600 by amending Resolution 282-99 which established Section 4 Salary Plan for year 2000.

FISCAL IMPACT: None. 100% of salary is State Funded.

For further information regarding this matter, contact:

Dr. Robert Anderson

593-1991

Name and Department

Telephone Number

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 06/05/00

Recommended by Department Heads, increments to be given July 1st
for certain employees hired between 07/01/99 - 12/31/99.

FISCAL IMPACT:

For further information regarding this matter, contact:

Name and Department

Telephone Number

JULY INCREMENTS

<u>DEPARTMENT</u> <u>NAME</u>	<u>TITLE</u>	<u>HIRE DATE</u>	<u>PAY</u>	<u>INC.</u>
<u>SOCIAL SERVICES</u>				
T. Morris	Caseworker	10/4/99	\$14.06	\$.48
C. Clow	Caseworker	8/2/99	\$14.06	\$.48
K. Fuller	Acct.Clk.Typist	8/2/99	\$10.77	\$.26
D. Horan	Dir.Admin.Serv.	10/18/99	\$32771	\$1390
L. Lamb	Comm.Serv.Aide	12/22/99	\$9.97	\$.21
 <u>SHERIFF</u>				
S. Grusendorf	Correction Officer	11/24/99	\$12.44	\$.33
 <u>BLDGS&GRDS</u>				
G. Kruger	Bldg.Maint.Mech.	9/22/99	\$13.68	\$.46
 <u>PUBLIC HEALTH</u>				
H. Evans	Public Health Ed.	7/6/99	\$14.49	\$.51
M. Botens	PHCP Coord.	11/1/99	\$26700	\$1110
P. McLaughlin	Acct.Clk.Typist	11/15/99	\$10.77	\$.26
D. Franklin	Acct.Clk.Typist	8/2/99	\$10.77	\$.26
S. Lewis	Reg. Prof. Nurse	11/29/99	\$15.11	--
J. Harrington	Reg. Prof. Nurse	11/29/99	\$15.11	--

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 06/05/00

As part of the referral from Ways & Means Committee regarding organizational changes in the Tax Department, the Personnel Committee proposes to create one position of Tax Assessment Supervisor and abolish one position of Real Property Tax Service Aide.

FISCAL IMPACT:

For further information regarding this matter, contact:

Steve Presutti, Director, Real Prop. Tax

Name and Department

Ext. 387

Telephone Number

John Margeson

PERSONNEL COMMITTEE

May 1, 2000

NOT
APPROVED

MAY 4 2000

Present: Robert Heineman, William Dibble, Edmund Burdick, Curtis Crandall, Kenneth Nielsen, Preston Lucas, Edgar Sherman, John Margeson and Doug Dillon

Minutes of the April 3, 2000 Personnel Committee were approved by motion from W. Dibble, seconded by K. Nielsen and carried.

Workers' Compensation

Doug reported seven hearings were held in April. Four cases were closed, three cases were continued.

Doug will be presenting the Workers' Compensation 2001 budget for the June meeting for approval. The Workers' Compensation budget must be approved by 8/1 of each year.

Doug requested permission to attend a seminar of the New York Self-Insured Association in Rochester, NY June 8th & 9th. Motion was made by W. Dibble, seconded by E. Burdick to approve attendance. Motion carried.

Referral from Human Services to upgrade a Typist position to Account Clerk Typist position in the Office for the Aging was reviewed. The action was recommended based on a job classification review by the Personnel Department. Motion was made by P. Lucas, seconded by W. Dibble to create one position of Account Clerk Typist and abolish one position of Typist in the Office for the Aging. Motion carried. PREPARE RESOLUTION

The Non-Unit Classification review is complete and will be reviewed at the June Personnel Committee meeting.

Scott Spillane, Veterans Service Agency Director reported to the committee the Jones Memorial Hospital and its outpatient clinic will be the site of the VA outpatient clinic in Allegany County. Opening date will be August 2000.

Scott stated that on May 8th he will be traveling to Albany with two senior citizens who are veterans who were selected to represent Allegany County

at a reception at the Executive Mansion on May 9th at 11AM in honor of Senior Citizens Month. The two veterans are Jack Colligan of Wellsville and Walt Lindsley of Friendship.

Scott asked that the Personnel Committee consider a resolution to go to the full Board supporting the Assembly Bill A6888-C. This bill would allow honorably discharged veterans to include retirees who served during a specified period of conflict and have five years vested in a public pension system to "buy back" up to three years, at 0% cost to the veteran, of military service to be credited to a public pension system. Motion was made by W. Dibble, seconded by C. Crandall to direct the County Attorney to prepare a resolution in support of Assembly Bill A6888-C. Motion carried.

PREPARE RESOLUTION

E. Burdick said he would take information on this Assembly Bill to Inter-County.

J. Margeson reported that approximately 50 resumes and/or applications had been received for Personnel Officer. After discussion, May 18, 2000 was set for interviews, starting at 3PM.

John Margeson was asked to work with the County Attorney to work up a contract to hire a negotiator for the County.

R. Heineman opened discussion of increasing the salary of the legislators and moved for a resolution for same. After discussion it was recommended the issue go to the Committee of the Whole.

P. Lucas stated the need of department heads to produce more information at budget time to justify increase in staffing, if any, and explain funding of same. R. Heineman asked that more details be made available at the June Personnel Committee meeting.

Motion was made by C. Crandall, seconded by K. Nielsen to go into Executive Session. Motion carried.

In regular session, meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

Intro. No. _____
(Clerk's use only)

COMMITTEE: Human Services

DATE: April 22, 2000

The Allegany County Office for the Aging requests a resolution to abolish a Typist position (Grade 4) and establish an Account Clerk Typist position (Grade 7) in the Nutrition Department of the Office for the Aging. This is in response to a desk audit done by Personnel assessing the duties performed by the person in the current Typist position. The Personnel Department recommended the change to Account Clerk Typist.

FISCAL IMPACT: The cost for the upgrade in 2000 would be \$428.75 covered by a State grant.

For further information regarding this matter, contact:

Kim Toot, Office for the Aging

Ext. 390

Name and Department

Telephone



Allegany County Veterans Service Agency
SPRING 2000
H. Scott Spillane, Director



DIRECTORS' DESK:

Beginning December 1999, before a patient (VETERAN) is referred for NON-VA care, you MUST call the following Network Authorization Office, if your intent is to have the VA pay for non-VA care: 1-800-396-7929. The office hours are 8am to 4:30pm, Monday - Friday. For emergencies, if the network authorization office is closed, the veteran should call the toll free number the very next business day.

The importance of submitting a complete package for various claims CANNOT be overstated. A complete claim is one in which ALL necessary forms and evidence is provided allowing the VA to make an expedient decision.

I can be reached at SpillaHS@Alleganyco.com.

DID YOU KNOW?

The Minnesota Dept. of Veterans Affairs is looking for 29,000 Persian Gulf War veterans who have yet to collect up to \$600 in bonuses. Contact www.mdva.state.mn.us

The average age of veterans at the Bath VAMC is 46 years of age. The average stay is 120 days.

As of October 1, 1999, the co-pay charge at VA hospitals went up from \$45.80 to \$50.80.

The Bath VAMC has a number of programs designed to ease the caregiver's burden and help the veterans and their families. These programs include:

1. The Home Based Primary Care Program (HBPC) - Provides primary healthcare in the **home** of the severely disabled veteran. For more information call Gay Weaver (607) 664-4504.
2. The Respite Program offers relief for the **caregivers** who sometimes need a break from the stress of providing 24 hour care for the veteran. Form more information call Mary Ellen Little (607) 664-4515.
3. The Adult Day Care Program (ADHC) - This program is designed for sick veterans who live at home. For more information call Bruce Tucker (607) 664-4513.

The American Legion has a Temporary Financial Assistance program, which has proven to be a highly flexible tool to solve many problems the bureaucracies cannot solve easily. T.F.A. applications can be secured by calling our office for more information.

A recent survey by the National Partnership for Reinventing Government found that 80% of VA

Healthcare users are more satisfied than just 2 years ago. Our VA Medical Centers focus on customer satisfaction and patient safety.

The VA has setup an education benefits information line, dedicated exclusively for the purpose of providing help and information on its education benefits. The number is 1-888-442-4551.

According to AR 670-1, retired soldiers not on active duty may wear either the uniform reflecting their grade and branch on the date of their retirement or the uniform for soldiers in the active army of corresponding grade and branch, when appropriate.

TOLL FREE NUMBERS

VA Grave Information: 1-800-697-6947

GI Bill: 1-800-442-4551, 1-880-442-4551

Retiree Dental Plan: 1-888-838-8737

Gulf War Information Helpline: 1-800-749-8387

Cleveland Army Retirees: 1-800-469-6559

Reserve Benefits: 1-800-318-5298

VA Home Loan: 1-800-827-0336

For TRICARE INFORMATION and HEALTHCARE BENEFITS: 1-800-827-1000

VA BENEFITS: 1-800-827-1000

WEB SITES

Visit the National Gulf War Resource Center at www.ngwrc.org

The American Legion's homepage is: www.legion.org

Salary Information for various jobs: www.jobstar.org/

More job information: stats.bls.gov/oco/oco1000.htm

Further job information: www.wageweb.com

Scholarships for military medicine: www.goarmy.com or www.usuhs.mil

GI Bill Benefits: www.gibill.va.gov

Website for jobs: www.VetJobs.com

A web site for Vietnam Veterans: grunt.space.swri.edu/lostfnd.htm

Another web site for Vietnam Veterans: www.webstart.net/va/

FROM THE DIRECTOR'S DESK

H. Scott Spillane

ISSUE: Per phone call with Mark Simonson, contract officer with the Bath VAMC, Jones Memorial Hospital and its outpatient clinic will be the site of the VA outpatient clinic in Allegany County. Mark said he would need 90 days to put his computer system in place, so we are looking for an opening date around August 1, 2000.

ISSUE: On May 8, 2000 I will be traveling to Albany with two senior citizens who are veterans who were selected to represent Allegany County at a reception at the Executive Mansion at 11 A.M. on May 9, 2000. I am representing Kim Toot and the Office of the Aging for Senior Citizens' Month – recognition of Veterans. Our two veterans are Jack Colligan of Wellsville and Walt Lindsley of Friendship.

ISSUE: Enclosed is the monthly activity report of contacts and services.

ISSUE: The County Veterans Service Officers Association of New York State supports the new Assembly Veterans' buy back bill (A.6888-~~e~~). This bill would allow honorably discharged veterans to include retirees who served during a specified period of conflict and have five years vested in a public pension system to "buy back" up to three years, at 0% cost to the veteran, of military service to be credited to a public pension system. I would like the Personnel Committee to consider a resolution supporting this Assembly Bill. The Senate already has passed its Bill 145-1.

State of New York
 Division of Veterans' Affairs
 County Veterans' Service Agency

MONTHLY REPORT OF
 CONTACTS & SERVICES

County: ALLEGANY

Director: H. SCOTT SPILLANE

Address: 7 COURT STREET
 BELMONT, NY 14813-1087

Month: APRIL

Year: 2000

VETERAN STATUS			SERVICES			APPLICATIONS		
WWI	0	1	General	2	12	Pension	2	1
WWII	6	2	Agent Orange	0	13	Pension A&A	4	2
Korea	10	3	Armed Forces	37	14	Compensation	2	3
Vietnam	27	4	Blind	0	15	Education	0	4
Persian Gulf	10	5	Burial	50	16	Insurance	0	5
Other	147	6	Compensation	31	17	Burial	9	6
TOTAL 1-6:	200		Education	5	18	Other	0	7
Original	8		Vocational Rehab.	0	19	Subtotal 1-7:	17	8
TYPE			Insurance	2	20	Claims Opened	3	9
Veteran	64	7	Labor	2	21	Claims Maintained	5	10
Dependent/Widow	41	8	Legal	0	22	VA Medical Center	0	11
Other	95	9	Loan	7	23	Medical Insurance	0	12
TOTAL 7-9:	200		Medical	15	24	Social Security	0	13
MODE			Pension	51	25	Medicaid	0	14
Personal	49	10	PTSD	0	26	AFDC	0	15
Phone/Mail	236	11	Social Security	2	27	SSI	0	16
TOTAL 10-11:	285		Social Services	2	28	Subtotal 11-16:	0	17
			Tax	9	29	TOTAL 8 & 17:	17	
			Letter Review	2	30			
			Discharge Review	1	31			
			Other	25	33			
			TOTAL 12-33:	243				



RONALD TOCCI
85th Assembly District

THE ASSEMBLY
STATE OF NEW YORK
ALBANY

CHAIRMAN
Veterans Affairs

CHAIRMAN
Sub-Committee on Harbor
and Coastal Zones

COMMITTEES
Education
Environmental Conservation
Labor
Racing and Wagering
Ways and Means

SUBCOMMITTEES
Air Quality and Nuclear Issues
Hazardous Waste Transportation
Transportation Safety

March 20, 2000

Dear Veteran:

As you may know, I am sponsoring a bill in the Assembly (A.6888e, Veterans' Service Credit Bill) that would give veterans, who are currently contributing to the New York State Retirement System, up to three years of military service credit in their pensions. This benefit applies to those veterans who served during times of war.

My bill, which stipulates no cost to the veteran, passed the Assembly last year with 145 yeas and only one negative vote. Obviously, our Assembly bill received overwhelming bi-partisan support. This year, a Senate bill, which includes a five percent cost to the veteran, will probably be brought to the floor for a vote. However, the five percent cost may prove to be too expensive for many veterans.

At a time when the retirement trust fund is at an all-time high in earnings; when concessions, such as reductions in contributions and COLAs, are being offered to other members of the retirement system; veterans are getting nothing in return for their selfless sacrifices for their state and their country.

Here's what you can do:

- Call Senate Majority Leader Joseph Bruno (518) 455-3191 and your local Senator to demand that a zero percent Veteran's Service Credit Bill be passed this session.
- Call Governor George Pataki (518) 474-8390 to ask that he sign a zero percent Veterans' Service Credit Legislation when it comes to his desk.
- Encourage your local members to write and call Senator Bruno's office as well as the office of their particular State Senator.

Rest assured that every call and letter written will have a tremendous impact. The 1.6 million veterans and their families in this state can make the difference in getting this legislation passed. Thank you in advance for your time and attention to this urgent matter.

Sincerely,

Ronald C. Tocci

Chair of Assembly Veteran's Affairs Committee

BRUNO@SENATE.STATE.NY.US
GOV.PATAKI@CHAMBER.STATE.NY

John Margeson
NOT
APPROVED

PERSONNEL COMMITTEE

April 3, 2000

APR 10 2000

Present: Robert Heineman, Curtis Crandall, Preston Lucas, William Dibble, Edmund Burdick, Edgar Sherman, John Margeson, Doug Dillon and Dale Dutton

Minutes of the March 7, 2000 meeting were approved by motion from P. Lucas, seconded by W. Dibble and carried.

Workers' Compensation

Doug reported that eight hearings were held in March. Five cases were closed, three cases were continued. Discussion was held.

Doug reviewed with the committee the reserves for future payments.

Doug noted that the Town and Village safety luncheons were completed and thanked legislators for attending.

Discussion was held regarding Interior Pulmonary Exams which are now required by OSHA for interior firefighters. Each exam costs \$150.00. The County currently pays for the pre-induction physical for firefighters.

Election Commissioners James Gallman and Bruce Reuning spoke to the committee regarding the purchase of two computers to meet new standards. \$3,400 would be transferred from contingency to Board of Elections. Motion was made by E. Burdick, seconded by P. Lucas to approve purchase of computers and referred the transfer of funds to Ways and Means. Motion carried. Refer to Ways and Means.

Election Commissioner Gallman highlighted the November elections and encouraged all to send in the census.

Dale Dutton reviewed with the committee the non-unit classification and compensation study. Discussion was held.

After discussion, motion was made by P. Lucas, seconded by E. Burdick to change the current Allegany County Civil Service Examination Fee Schedule to comply with the New York State Exam Fee Schedule for exams to be given on or after June 1, 2000. Motion carried. **PREPARE RESOLUTION**

Dale stated that he had filed the petition with PERB regarding the position in the Tax Department. A response should arrive by the end of the month.

Discussion was held regarding the Personnel Officer job description. It was determined that the current description was up to date. Motion was made by W. Dibble, seconded by C. Crandall to advertise the position of Personnel Officer. Last filing date to be 04/28/00. Motion carried.

Motion was made by P. Lucas to establish \$10,000 in an account to cover the cost of classified ads for Personnel Officer. Motion was seconded by E. Burdick and carried. Refer to Ways and Means to transfer from contingency - \$10,000.

Motion was made by W. Dibble, seconded by P. Lucas to have the County Administrator start the process to obtain names of those to be considered as a negotiator for the County. The Personnel Committee will meet in mid-April to review applicants. Motion carried.

Motion was made by E. Burdick, seconded by W. Dibble to go into executive session. Motion carried.

In regular session motion was made by E. Burdick, seconded by W. Dibble to settle a claim with Mr. Wheaton based upon the County Attorney's recommendation. Motion carried.

Plan. Motion carried. **PREPARE RESOLUTION**

Meeting adjourned.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

CIVIL SERVICE EXAMINATION CANDIDATES

Effective June 1, 2000 the Allegany County Department of Personnel and Civil Service is revising its examination fee schedule to comply with the new examination fee schedule of the New York State Department of Civil Service. The new examination fee schedule will apply to all examinations held on or after June 1, 2000.

Scheduled Examinations

Uniformed protective service (police, fire, corrections) \$25.00 per candidate

All other scheduled examinations \$15.00 per candidate

Decentralized Examinations

(Typist, Custodian, Clerk) \$10.00 per candidate



ALLEGANY COUNTY
DEPARTMENT OF PERSONNEL AND CIVIL SERVICE

7 COURT STREET, COUNTY OFFICE BUILDING, ROOM 216

BELMONT, NEW YORK 14813-1081

Telephone 716-268-9212

Fax 716-268-9446

DALE A. DUTTON

Personnel Officer

ELLEN RUCKLE

Personnel Technician

February 25, 2000

TO: Personnel Committee Members

FROM: Personnel Department *ER*

RE: Examination Fees

In 1989, the State Legislature amended Section 23.2 of the Civil Service Law to allow the State Department of Civil Service to charge a reasonable fee for examination services. Since the implementation of the examination fee the State Department of Civil Service has maintained the original fee schedule. They now find it necessary to revise the fee schedule due to fiscal constraints.

The present State Department of Civil Service fee schedule is \$5 per candidate rated. For other exams \$5 per candidate for the first 20 candidates rated for each examination. The new fee schedule to go into effect June 1, 2000 is:

\$12.50 per candidate rated for uniformed protective service exams. (police, and corrections) or one half of the amount charged if the agency charges more than a \$25 application fee.

\$7.50 per candidate rated for all other scheduled exams. For any examination where the application fee exceeds \$15, the fee will be one-half of the amount charged.

\$5.00 per candidate for the first 20 candidates rated for each decentralized examination announced. \$3 per candidate rated will be due for each candidate beyond the first 20.

Allegany County Civil Service currently charges \$10.00 per candidate

for all candidates applying for open competitive examination. Candidates covered under the AFSCME contract taking a promotional examination are not charged.

Our Department this year submitted over \$1500 in exam fees to the State Department of Civil Service. Each year we submit to the General Fund of the Allegany County Treasurer an average amount of \$1000. This is half of the \$10.00 for each rated candidate and \$10.00 for each candidate who failed to appear for an exam.

The new State fee schedule will affect Allegany County's current fee schedule. An increase should be considered. Board action will be required to implement the increase. The Personnel Committee's attention to this matter over the next few months will be appreciated.

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Personnel

DATE: April 3, 2000

Resolution seeks to transfer \$3,400 from A1990.4 Contingency to 1680.2 Data Processing to cover the cost of 2 new computers in the Board of Elections. The upgrade in computers is due to the latest conversion of our computer software to meet the needs of the National Change of Address Act. Our vendor NTS is updating the software to reflect the various changes.

FISCAL IMPACT: \$3,400.00

For further information regarding this matter, contact:

Commissioners of Elections
Name and Department

294
Telephone Number



when experience counts

March 21, 2000

Deputy Commissioner Joyce Bledsoe
Allegany County Board of Elections
County Court House
New York, NY 10007

Dear Commissioner:

Last November, NTS sent you a letter regarding minimum hardware requirements for the TEAM 2000[®] voter registration system. In that letter, we discussed that we have moved to the latest version of our development platform. This was done in order to keep abreast of technical changes and provide the highest quality product to our customers.

In response to NCOA processing, we have modified our software to handle out of county moves in a more appropriate manner. This change will only be available in a Visual 6 version of TEAM-2000[®] that we will be releasing in mid-April. Many other enhancements will be made available in a Visual 6 update that will be available in the June/July time frame.

Review of our records indicates that the equipment currently installed at the Board will not support the Visual 6 version of our software. In order to install this and future releases, you will need to update your workstations to meet the minimum requirements as detailed in our November 26, 1999 letter to you. A copy of this letter is included for your convenience.

We are scheduling updates to the NCOA process during the month of April and would like to be able to provide this upgrade to your Board. If you wish to discuss specific hardware purchases, we are happy to provide our input to you or your data processing department. If you have already upgraded your workstations to meet our minimum requirements, please contact me so that we can update our records and schedule your NCOA upgrade.

If you have any questions, please call me at 800-964-1564.

Sincerely,

A handwritten signature in black ink, appearing to read "John F. Jennings".

John F. Jennings
Marketing Director

c:/...team2000.followupltr



when experience counts

November 26, 1999

Dear TEAM 2000 Client:

NTS is planning to implement upgrades to TEAM2000, which may require change at your Board of Elections. Why are we doing this?

NTS is committed to providing the most flexible, supportable and user driven voter registration package possible. To do this, we are moving all of our software to the latest versions of Visual Foxpro and Visual Basic programming languages. Accomplishing this upgrade allows us to take advantage of the latest computer technology as we implement regulatory changes and incorporate some of the enhancements that you have recommended to us.

Translating these programs to the most current version of Visual Foxpro allows us to move to a true, 32-bit technology and provides us with greater efficiencies in development. In the latest version of TEAM, we have incorporated new functionality such as viewing or reinstatement of previous address, ability to group update voters in the case of license surrender or death, ability to store and view comments in the street segment file, and expanded reporting and export features. On the downside, the new TEAM2000 will not operate on versions of Windows prior to Windows 95/98, including Windows 3.1 workstations.

Migration of TEAM2000 to this level will mean a minimum hardware configuration to support the software. Minimum requirements for upgrade to the new level will include:

- Windows 95, Windows 98
- PC Workstations with a Pentium II processor (266mhz) or higher
- 32 Megabytes RAM, Minimum 2G hard drive (350 MB free for temporary files)
- 56K MODEM
- PCAnywhere V 8.0 or higher (Complete Host and Remote package)
- PCAnywhere Host Only Mode V. 9.0 for every workstation other than the main dial in station.
- Counties in excess of 100,000 voters may need to evaluate network speed and performance.

NTS fully intends to support and assist all customers who still have Windows 3.1 workstations installed for the foreseeable future. It simply means that these customers will not be able to take advantage of the latest release until the minimum configuration requirements are in place.

I will be contacting each of our TEAM customers to discuss this upgrade beginning in November 1999. As always, please call and consult NTS before acquiring any new hardware.

Sincerely,

Jane P Connerton
Manager Customer Support

C:/...team2000.upgradeltr

1342 Military Road • Niagara Falls, NY 14304-1730
(716) 297-0553 • (800) 458-3820 • Fax (716) 297-0822
www.ntsdata.com



Present Computer

ALLEGANY COUNTY COMPUTER SERVICES

COURTHOUSE, BELMONT, NEW YORK 14813

TELEPHONE: 716-268-9288

FAX: 716-268-9446

DEBORAH M. BUTTON
Director

Voter Registration Upgrade:

Deskpro 2000 - 166Mhz	1,637.54
w/16 Meg Ram	
2.5 Gig Hard Drive	168.90

Back-Ups DUP1252 Pn420/280	240.00
----------------------------------	--------

Ditto Drive 2GB	
DR5402 Internal	150.00
ME6953 Cartridge	40.00

Subtotal for Computer Equipment..... 2,236.44

Fax Machine	
Brother Intelli Fax-1250	370.00

TOTAL 2,606.44

MEMORANDUM OF EXPLANATION

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

COMMITTEE: PERSONNEL

DATE: 4/10/00

To comply with the new examination fee schedule of the New York State Department of Civil Service, the following examination fee schedule will go into effect June 1, 2000 for the Allegany County Department of Personnel and Civil Service.

Scheduled Examinations

Uniformed protective service (police, fire, corrections) \$25.00 per candidate. All other scheduled examinations \$15.00 per candidate.

Decentralized Examinations

(Typist, Custodian, Clerk) \$10.00 per candidate.

FISCAL IMPACT:

For further information regarding this matter, contact:

Dale Dutton, Personnel Officer
Name and Department

Ext. 212
Telephone Number

John M

PERSONNEL COMMITTEE

March 7, 2000

NOT
APPROVED

MAR 10 2000

Present: Robert Heineman, Edmund Burdick, Preston Lucas, Kenneth Nielsen, William Dibble, Edgar Sherman, John Margeson, Doug Dillon

Personnel Committee minutes of February 7, 2000 and February 14, 2000 were approved by motion from W. Dibble, seconded by K. Nielsen and carried.

Kathy Bloise of AFLAC made a presentation to the committee describing the services they offer.

Workers' Compensation

Doug stated that Town and Village safety meetings are scheduled for March 10, 17 and 25.

Doug reported sixteen hearings were held in February, 10 cases were closed, 6 cases were continued.

Doug reviewed Ambulance and Fire Companies 100% physical compliance. Six companies are eligible for awards this year. The committee approved the motion detector as the award.

Summary of lost time claims was reviewed.

Doug will be attending semi-annual meeting of NYS Self-Insured Counties of which he is Treasurer.

A meeting was held to establish a policy for 207C. Doug was pleased with the results of the meeting.

Brenda Hotchkiss reviewed with the committee the Risk Retention Account.

Discussion was held regarding the NYS Civil Service proposed examination fee schedule. The committee will take action in April.

R. Heineman referred to a letter from Norleen Enders regarding donating sick time to another employee. After discussion the committee wanted further information from Dale Dutton for the April meeting.

Motion was made by W. Dibble to go into executive session, seconded by K. Nielsen. Carried.

In regular session no action was taken on the proposed position of Purchasing Clerk in the Clerk of the Board's office. The committee wants further information from Dale Dutton.

R. Heineman referred to the letter from Dale regarding the Tax Assessment Supervisor position.

Discussion was held regarding the request for a Cook-Manager position in the Sheriff's Department. Motion was made by W. Dibble, seconded by P. Lucas to create the title of Cook-Manager and place the title in the Sheriff's Association pay grade for the year 2000 \$11.82 - \$13.67. Motion carried.

PREPARE RESOLUTION

Discussion was held regarding the request for a Secretary to the Sheriff. Motion was made by E. Burdick, seconded by R. Heineman to create the title of Secretary to the Sheriff and place the title in grade 2 of the Non-Unit Salary Plan. Motion carried. **PREPARE RESOLUTION**

Discussion was held regarding filling the Personnel Officer position.

R. Heineman requested a list of grievances for the year 1999 and the status of same. John Margeson would work with Dale Dutton on this.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

John m.

**NOT
APPROVED**

PERSONNEL COMMITTEE

February 7, 2000

FEB 17 2000

Present: Robert Heineman, Kenneth Nielsen, William Dibble, Preston Lucas, Edmund Burdick, Edgar Sherman, John Margeson, Brenda Hotchkiss, Dale Dutton

Minutes of the January 3, 2000 meeting were approved by motion from K. Nielsen, seconded by P. Lucas. Motion carried.

Motion was made by W. Dibble, seconded by K. Nielsen to go into Executive Session for attorney/client consultation. Motion carried at 1:08 PM. Return to regular session at 1:12 PM.

Brenda Hotchkiss reviewed with the Committee activity within the Risk Retention Account. Motion was made by P. Lucas, seconded by W. Dibble to accept the report pending additional information of totals and review of outstanding claims. Motion carried.

The Committee reviewed two referrals from the Ways and Means Committee. One referral requested the Committee to consider proposed organizational chart prepared by the Director of Real Property Tax Services. The other referral dealt with a request to upgrade an Account Clerk Typist from the incumbent within the Office of the Clerk of the Board. After discussion, a motion was made by W. Dibble and seconded by K. Nielsen to table the referrals at this time. Motion carried.

A motion was made by P. Lucas and seconded by E. Burdick to instruct the Personnel Officer to discuss with AFSCME Local 2574 a petition to PERB to designate the position of Tax Assessment Supervisor as either within or outside the bargaining unit and to further discuss with Local 2574 salary assignment pending PERB's decision. Motion carried.

The County Administrator requested approval of the Committee for a three-year contract with North American Administrator to serve as the third party administrator for the self-insured health coverage benefits. The contract represents a 4% increase the first year, a 4% increase the second year and no increase for the third year and provides for a 60-day cancellation notice from

J. Margeson

PERSONNEL COMMITTEE
FEBRUARY 14, 2000

NOT
APPROVED

FEB 16 2000

Present: R. Heineman, R. Lucas, Wm. Dibble, E. Burdick, K. Neilsen

Chairman Heineman called the meeting to order at 3:40 p.m..

John Margeson advised that the claims service contract with Willis Administrative Services Corp. had expired on December 31, 1999. However, as a part of the contract with the County's new liability insurance carrier, St. Paul Company, it was proposed in the St. Paul bid that Willis continue as the Claims Service Administrator. The proposed fee to be paid to Willis is \$11,880.

Margeson advised the committee the proposed contract must be approved by resolution. On motion of P. Lucas, seconded by E. Burdick the committee authorized the preparation of a resolution to approve the contract.

PREPARE A RESOLUTION

Dale Dutton, Personnel Officer, presented to the committee a proposed job description for the position of Quality Assurance Coordinator in the Department of Public Health. At the request of the Public Health Director the position is to be temporary in nature, but full time, for a period of six months. Mr. Dutton is recommending the position be slotted in Grade 14 of the Non-Unit Salary Plan.

On motion of Wm. Dibble, seconded by P. Lucas and carried, the committee approved a resolution to add the title of Quality Assurance Coordinator to the Non-Unit Salary Plan at Grade 14.

PREPARE A RESOLUTION

Meeting adjourned.

John M.

PERSONNEL COMMITTEE

NOT
APPROVED

January 19, 2000

JAN 21 2000

Committee Members Present

R. Heineman, K. Nielsen, E. Burdick, W. Dibble, P. Lucas

Others Present

J. Mulholland, B. Hotchkiss, D. Dillon, B. Baty, and representatives from Richardson & Stout and Lawrence Dye, Inc.

Insurance Bids

This meeting was scheduled to review the insurance proposals submitted on January 14, 2000. Brian Baty, our insurance consultant with Humphrey and Vandervoort, prepared the attached spreadsheets summarizing the insurance quotes per the bid specifications.

Various quotes were received from Richardson & Stout Agency in Wellsville, Lawley Service, Inc. in Buffalo, Lawrence Dye, Inc. in Cuba, Marsh & McLennan in Syracuse and Warren Hoffman & Associates in Amherst.

Mr. Baty discussed the nine quotes following the bid specifications as well as three optional quotes with the committee. He mentioned that the county had had approximately 13 property claims in the last three years resulting in approximately \$60,000 in property losses. Mr. Baty also indicated that the bids from Northland and Hartford were on non-admitted paper, and that these companies are not required to follow NYS regulations.

After reviewing all of the quotes and discussing the proposal notes, committee members determined that Richardson & Stout's Kemper/Gulf and Lawrence Dye's St. Paul quotes were the two most competitive bids that would best meet the needs of Allegany County.

A motion was made by Nielsen, seconded by Lucas, and carried to go into executive session to discuss entering into contract with one of the insurance carriers. Following the executive session, a motion to return to regular session was made by Nielsen, seconded by Dibble and carried.

A motion was made by Burdick, seconded by Nielsen, and carried to accept the Lawrence Dye, Inc. *St. Paul* insurance quote of \$116,521 for a one-year period beginning February 1, 2000 subject to approval by John Margeson, County

Administrator. The third party administrator of the claims will continue to be provided by Willis Corroon for an additional \$11,880. **Prepare Resolution**

Mr. Baty indicated that he would provide a more detailed comparison of the two best insurance bids for the board meeting on Monday, January 24.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Brenda R. Hotchkiss, Clerk
Allegany County Board of Legislators

Allegany County

Proposal Notes

Richardson & Stout Proposals

1) Coregis Proposals :

- a) the \$100,000 SIR proposal would use Willis Corroon as the third party administrator for claims. There is an additional annual cost of \$11,880 for this service.
- b) defense costs are outside the limits of liability.

2)Kemper / Gulf Proposal :

- a) this proposal would also utilize Willis Corroon as the third party administrator for claims. There is an additional annual cost of \$11,880 for this service.
- b) an optional quote was provided to reduce the Property deductible from \$100,000 to \$5,000. The annual additional premium for this is \$9,314.
- c) defense costs are outside the limits of liability.

3) NYMIR Proposals :

NYMIR is the New York Municipal Insurance Reciprocal. They have submitted three proposals for the county's consideration.

Proposal #1 - \$100,000 SIR

- a) this proposal would also utilize Willis Corroon as the third party administrator for claims. There is an additional annual cost of \$11,880 for this service.
- b) defense costs are outside the limits of liability.
- c) an optional Public Officials Liability quote was provided for an additional \$25,401.

Proposal #2 - \$50,000 Deductible

- a) this proposal does not require a third party administrator. All claims are administered by NYMIR.
- b) defense costs are outside the limits of liability.
- c) an optional Public Officials Liability quote was provided for an additional \$28,644.

Proposal #3 – First Dollar

- a) this proposal provides coverage on a “first dollar” basis with various standard deductibles as outlined in the chart.
- c) defense costs are outside the limits of liability.
- d) An optional Public Officials Liability quote was provided for an additional \$36,176 with a \$10,000 deductible.

Allegany County

Proposal Notes

Richardson & Stout Proposals (con't)

4) Hartford Proposal :

- a) this proposal is written on “ non-admitted” policy forms and does not require to be compliant with New York State Laws and Regulations.
- b) claims will be administered by the Hartford on a “per claim” cost. The deposit claims administration fee will be \$11,000 additional. The County will receive a credit or debit at the end of the policy period based on claims administered throughout the policy period.
- c) defense costs are within the limits of liability.
- d) property coverage is quoted on a “first dollar” basis with a \$1,000 deductible.

5) Northland Proposals :

- a) this proposal is also written on “non-admitted” policy forms and does not require to be compliant with New York State Laws and Regulations.
- b) third party administration of the claims will be provided by Willis Corroon for an additional \$11,880.
- c) quote does not include a “per location” aggregate as requested in the specifications.
- d) loss control services would be provided for an additional fee; to be determined.
- e) an optional proposal was provide with no loss fund aggregate for \$123,030 annual premium. All other terms and conditions are the same as above.

Lawrence Dye, Inc. Proposal

St. Paul :

- a) the third party administrator of the claims will be provided by Willis Corroon for an additional \$11,880.
- b) quote includes coverage for Health Care Professionals E & O and EMT Liability with limits of \$1,000,000 per occurrence and \$3,000,000 aggregate.
- c) a \$10,000 deductible was quoted for flood and earthquake in lieu of \$25,000 currently

Lawley Services ,Inc. Proposal

Great American :

- a) quote includes coverage for Public Officials Liability.
- b) the SIR applies only to General Liability, Law Enforcement Liability, and Public Officials Liability.
- c) Umbrella coverage quoted at \$10,000,000 in lieu of \$1,000,000

Allegany County

Proposal Notes

Lawley Services, Inc. Proposal (con't)

- d) an optional quote was provided for a \$25,000 SIR at an annual premium of \$336,603.
- e) unknown who would provide the third party administration of claims, this information was not included the proposal.
- f) proposal was "faxed" to my office at 11:12am on Friday, January 14, 2000. Proposals were due at the County offices at 11am that day.

Warren-Hoffman & Associates, Inc. Proposal

Philadelphia / Lexington Proposal :

- a) proposal was submitted for Property, Law Enforcement Liability, and Inland Marine only.

Marsh & McLennan Proposal

Royal / Sunalliance Proposal :

- a) quote was not presented on specification forms.
- b) liability contains coverage for Public Officials E & O.
- c) an optional quote was provided for \$10,000,000 limits of liability for a total annual premium of \$224,000.
- d) third party claims administration would be provided by S.J. Petrakis Insurance Services. No additional costs were indicated in the proposal.

Allegany County

Optional Quotes

Coverage	Richardson & Stout <i>Coregis – 1st Dollar</i>	Richardson & Stout <i>NYMIR – 1st Dollar</i>	Richardson & Stout <i>NYMIR - \$50,000 Deductible</i>
Property	245,000	15,763	9,287
<i>Deductible</i>	<i>1,000</i>	<i>1,000</i>	<i>50,000</i>
General Liability	Incl. in Property	113,164	68,739
<i>Limits</i>	<i>1,000,000 occr. 3,000,000 agg.</i>	<i>1,000,000 occr. 2,000,000 agg</i>	<i>1,000,000 occr 2,000,000 agg</i>
<i>Deductible</i>	<i>None</i>	<i>None</i>	<i>50,000</i>
Automobile	Incl. in Property	63,862	48,211
<i>Limits</i>	<i>1,000,000</i>	<i>1,000,000</i>	<i>1,000,000</i>
<i>Phys. Dam</i>	<i>500 / 500</i>	<i>250 / 500</i>	<i>250 / 500</i>
<i>Deductible</i>			
<i>Liability Ded.</i>	<i>None</i>	<i>None</i>	<i>50,000</i>
Inland Marine	Incl. in Property	10,217	10,217
<i>Deductible</i>	<i>500</i>	<i>500</i>	<i>500</i>
Boiler & Machine	Incl. in Property	2,830	1,695
<i>Deductible</i>	<i>2,000 at sewage or water / 750 other</i>	<i>1,000</i>	<i>50,000</i>
Police Professional Liability	Incl. in Property	48,264	38,216
<i>Limits</i>	<i>1MM / 3MM</i>	<i>1MM / 2MM</i>	<i>1MM / 2MM</i>
<i>Deductible</i>	<i>10,000</i>	<i>10,000</i>	<i>50,000</i>
Crime	Incl. in Property	1,864	1,864
<i>Deductible</i>	<i>250 / 500</i>	<i>500</i>	<i>500</i>
Umbrella	Incl. in Property	25,401	25,401
Costs	\$245,000	\$302,194 (incl. 20,554 Capitalization fee)	\$217,981 (incl. 14,351 Capitalization fee)

Allegheny County

Quotation Results – Effective 2/1/00

Coverage	Marsh & McLennan	Richardson & Stout	Richardson & Stout	Richardson & Stout	Richardson & Stout
	<i>Royal</i>	<i>NYMIR</i>	<i>Kemper / Gulf</i>	<i>Northland</i>	<i>Hartford</i>
Property Value <i>Deductible</i>	30,000	7,349	8,240	116,990	12,895
General Liability Limits <i>SIR / Deductible</i>	174,000 \$5,000,000 occurrence \$7,000,000 aggregate 100m per claim / 250m agg	90,475 1,000,000 occurrence 2,000,000 aggregate No Aggregate	21,084 100m per claim / 300m agg	Incl. in Property 100m per claim / 340m agg	1,000 66,099 100m per claim / 350m agg
Automobile Limits <i>Deductible</i>	Incl. in General Liability 5MM / 7MM 100m per claim / 250m agg	Incl. in General Liability No Aggregate	36,150 100m per claim / 300m agg	Incl. in Property 100m per claim / 340m agg	19,493 100m per claim / 350m agg
Inland Marine Limits <i>Deductible</i>	Incl. in General Liability	10,217	13,802	Incl. in Property	5,049
Boiler & Machinery Limits <i>Deductible</i>	Incl. in Property	1,341	2,171	3,212	Included
Police Professional Liability Limits <i>Deductible</i>	Incl. in General Liability 5MM / 7MM 100m per claim / 250m agg	Incl. in General Liability No Aggregate	12,000 100m per claim / 300m agg	Incl. in Property 100m per claim / 340m agg	10,658 100m per claim / 350m agg
Crime	Incl. in General Liability	1,864	1,450	3,868 100,000 Ded.	3,868
Umbrella Limits <i>SIR / Deductible</i>	No Quote	25,401	5,000	20,800	8,392
COSTS	\$204,000	\$183,576 incl. 18,855 capitalization	\$109,897	\$144,870	\$126,454

Allegheny County

Quotation Results – Effective 2/1/00

Coverage	Expiring Premium at Updated Exposures	Richardson & Stout	Lawley Services	Lawrence Dye, Inc	Warren Hoffman & Assoc
		<i>Coregis</i>	<i>Great American</i>	<i>St. Paul</i>	<i>Lexington / Philadelphia</i>
Property Value <i>Deductible</i>	104,199 <i>14,471,412 (at 90%)</i> <i>100,000</i>	107,460	119,185	13,747	16,595
General Liability Limits <i>SIR / Deductible</i>	Incl. <i>1,000,000 occurrence</i> <i>3,000,000 aggregate</i> <i>100,000 per claim / agg.</i>	Incl. In Property <i>No Aggregate</i>	70,000 <i>1,000,000 occurrence</i> <i>2,000,000 aggregate</i> <i>No Aggregate</i>	58,000 <i>100m per claim / 300m agg</i>	No Quote
Automobile Limits <i>SIR / Deductible</i>	Incl. <i>1,000,000 ea. Accident</i> <i>100,000 per claim / agg.</i>	Incl. In Property <i>No Aggregate</i>	Incl. in Property <i>No Aggregate</i>	15,389 <i>100m per claim / 300 agg</i>	No Quote
Inland Marine Limits <i>Deductible</i>	Incl. <i>5,884,968</i> <i>500</i>	Incl. In Property	Incl. In Property	3,576	25,920
Boiler & Machinery Limits <i>Deductible</i>	Incl. <i>14,471,412</i> <i>2,000 for sewage/water</i> <i>750 all other</i>	Incl. In Property	Incl. In Property	5,030	No Quote
Police Professional Liability Limits <i>SIR / Deductible</i>	Incl. <i>1,000,000 occurrence</i> <i>3,000,000 aggregate</i> <i>100,000</i>	Incl. In Property <i>No Aggregate</i>	21,000 <i>No Aggregate</i>	14,819 <i>100m per claim / 300m agg</i>	40,040
Crime Deductible	Incl. <i>250 / 500</i>	Incl. In Property	Incl. In Property	960	No Quote
Umbrella Limits <i>SIR / Deductible</i>	5,604 <i>1,000,000</i> <i>10,000</i>	5,600	56,418 <i>10,000,000</i>	5,000 <i>1mm / 3mm</i>	No Quote
COSTS	\$109,803	\$113,060	\$266,603	\$116,521	\$82,555

PERSONNEL COMMITTEE

JANUARY 4, 2000

John M.
NOT
APPROVED

JAN 12 2000

PRESENT: Robert Heineman, Kenneth Nielsen, William Dibble, Preston Lucas, Edmund Burdick, Doug Dillon, John Margeson and Dale Dutton

Minutes of the 12/11/99 meeting were approved as corrected [the Friendship Ambulance Squad has complied with submitting their active ambulance list. Richburg ...] and the minutes of 12/27/99 were approved by motion from W. Dibble, seconded by K. Nielsen. Motion carried.

Timothy McMullen of Municipal Insurance Consultants and two of his employees, Mike Kerwin and Kim Scanlon-Floss, spoke to the committee regarding consulting duties of Municipal Insurance Consultants for Allegany County.

Workers' Compensation

The committee approved the appointment of Douglas Dillon as Executive Secretary of the Allegany County Mutual Self-Insurance Plan for the 2000 calendar year.

Doug reported that in December one hearing was held in Rochester, two hearings were held in Hornell. A videoconference hearing was held at Jones Memorial Hospital. One case was closed; three cases are being controverted.

Motion was made by W. Dibble, seconded by K. Nielsen to go into Executive Session. Motion carried.

In regular session Doug stated that due to a recent court case a separate procedure for determining eligibility for Workers' Compensation or 207-C benefits under the General Municipal Law would need to be established.

Brian Baty of Humphrey and Vandervoort Risk Consultants, Inc. spoke to the committee. Bid openings will be January 14, 2000. A meeting was scheduled for January 19, 2000 at 1PM with Brian and the Personnel Committee to review bid results.

Motion was made by W. Dibble, seconded by K. Nielsen to go into Executive Session. Motion carried.

In regular session discussion was held regarding smoking policy.

John Walchli spoke to the committee regarding his sponsored resolution for the reduction of the Allegany County workforce by 2% at the end of 2000 and 3% at the end of 2001. Motion was made by E. Burdick that the Personnel Committee support the resolution. No second was made for the motion.

Veterans' Director H. Scott Spillane spoke to the committee regarding agency activities and distributed his quarterly newsletter.

Motion was made by K. Nielsen, seconded by W. Dibble to approve the appointment of H. Scott Spillane as Director of the Allegany County Veterans' Service Agency for the calendar year 2000. Motion carried.

Human Services Committee referred to Personnel Committee the request to create a position of Supervisor of Public Health Education to be placed in the Non-Unit Salary Schedule, Grade 14. Motion was made by P. Lucas, seconded by K. Nielsen to create one position of Supervisor of Public Health Education. Title to be placed in grade 14 of the Non-Unit Salary Plan. Motion carried.

PREPARE RESOLUTION

Dale discussed with the committee the proposed changes in the Employment and Training Coordinator and Employment and Training Assistant Director III job specifications. The proposed changes reflect the Coordinator's duties to be more fiscal in nature and the Assistant Director III to act as Deputy.

John Margeson discussed with the committee the Memorandum of Agreement with the Sheriff's Association contract.

Public Safety Committee referred to committee the creation of a position of District Attorney Investigator. The position is proposed to be part-time approximately 20 hours per week. The title of District Attorney Investigator to be placed in Section 4 Salary Plan. Motion was made by E. Burdick, seconded by K. Nielsen to create the position of District Attorney Investigator and place the title in Section 4 Salary plan with a salary of \$18,000. Motion carried.

PREPARE RESOLUTION

A brief discussion was held regarding the Allegany County Medical Policy and health insurance for certain employees.

W. Dibble asked the committee to consider a resolution to the state requesting that a full-year's credit in the retirement system be granted for the \$7500 salary. This will be discussed further at the February meeting.

Respectfully submitted,

Ellen Ruckle
Personnel Technician

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Public Safety

DATE: 12/15/99

The District Attorney's Office requests the creation of the position of District Attorney's Investigator (part time) within the Office of the District Attorney.

Such positions exist in adjacent counties and most other counties throughout the state, and promote the more efficient prosecution of cases.

FISCAL IMPACT: Position has been funded in year 2000 Budget (\$18,000.00)

For further information regarding this matter, contact:

Terrence M. Parker, District Attorney

268-9225

Name and Department

Telephone Number

MEMORANDUM OF EXPLANATION

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

COMMITTEE: Human Services Committee

DATE: November 10, 1999

The Health Department requests permission to create the position of Program Director for Community Health Education. This position would be reimbursed at the rate of \$16.57 per hour (Non-Unit, Grade 14).

28,811

This position would be funded as follows: Annual Salary \$30,273

State Aid - 1/3	\$9,990
WIC Grant - 1/2	\$15,137
Other Grants -	\$5,146

FISCAL IMPACT: None. No County dollars involved. 100% supported by State Aid and Grants.

For further information regarding this matter, contact:

Pamela L. Cockle, Accountant - ACDOH

_____ X458

Gary Ogden, M.D., Interim Public Health Director

_____ X247

Allegany County Veterans Service Agency
WINTER 1999
H. Scott Spillane, Director

DIRECTORS' DESK: In a recent Court of Veterans Appeals Case, the VA has been directed NOT to help veterans collect evidence to support their claims until the claim is considered WELL-GROUNDED. Remember to establish a well-grounded claim three things must occur: 1. One must show a current disability 2. One must show an injury or disability based upon military service and 3. Show a linking of evidence of the first two numbers. This will ultimately mean more work for everyone, but will cut down on claims being sent back from the VA.

One of the eventualities-an unpleasant one to be sure-but necessary, that must be kept in mind by the spouses and families of veterans, is the possible death of the veteran. To provide for such an unfortunate occurrence, certain things should be done, and a certain amount of information must be available to the veteran's survivors. Here are some of the more important elements of information.

The first thing to be done by all families is to have within easy access certain papers and documents. Among these are the following: (1) family insurance policies; (2) birth certificates for all children; (3) the spouse's birth certificate; (4) the veteran's service discharge (DD 214); (5) any VA document(s), if any, showing the veteran's VA claim number (a VA number is assigned to every veteran as soon as he files for any VA benefit, and after June 1974 the Social Security number is assigned as the claim number, even after his/her death); (6) veteran's Social Security number; (7) a copy of the Family Will (NOT REQUIRED FOR VA BENEFITS); (8) a copy of all marriage certificates; (9) any divorce decrees' and (10) location of any safety deposit box;

On Oct. 12, the American Legion sued the VA over the VA's decision to discontinue helping veterans develop their claims for VA disability compensation until the VA finds the claim "well-grounded." The suit was filed in the U.S. Court of Appeals for the Federal Circuit. The American Legion's lawsuit has merit. Rather than seeking to abdicate part of its responsibility to veterans, the VA leadership needs to find the resources to render FULL assistance in a timely and accurate manner.

I have a new E-Mail address. It seems to work better than the old one. I can be reached at Spillahs@Alleganyco.com.

DID YOU KNOW?

All military installations that have ID card issuing facilities are located on the internet at <http://www.dmdc.osd.mi./rsl/>

There is a web site address for the Cold War Certificate---<http://coldwar.army.mil>

There is currently a backlog of approximately 164,000 applications for the Cold War Certificate. Please be patient for the wait is approximately six months.

The DOD is preparing for the Korean War Anniversary

Commemorative Events for 2000

50 th anniversary commemoration/conference	University of Pittsburgh	Jun 3
Hostilities Commence (National Ceremony)	Washington, DC	Jun 25
Hostilities Commence(International Ceremony)	Seoul,Korea	Jun 25
Korean Service Women's Commemorative Event	Washington, DC/Arlington National Cemetery	Jun 25
Task Force Smith	Suwon, South Korea	Jul 5
Task Force Smith	Arlington National Cemetery	Jul 5
Korean War Veterans Memorial Cemetery	Korean War Memorial	Jul 27
40 th ID Korean War Memorial Dedication	Vanderberg AFB, CA	Sep 1
Breakout of Pusan Perimeter	Taegu, South Korea	Sep 13
Inchon Landing	Norfolk, VA/Inchon, South Korea	Sep 15-17

Defense of/Breakout of Pusan Perimeter	Washington, DC/Pusan, South Korea	Sep 16
Changjin(Chosin) Reservoir	Washington, DC/Demilitarized Zone,Korea	Oct 25
Nations Parade	New York City	Nov 11
Evacuation of Hungman	Navy Memorial, Washington, DC/Pusan	Dec 10

Veterans and Spouses: Please remember that PENSIONS are INCOME eligible. When ANY money is received, you must notify the VA/or our office immediately. We do not like to see Veterans/and or spouses become indebted to the VA.

The American Legion has a toll free number, 1-800-4332-3318, for Gulf War veterans or family members to call when they are in need of information or assistance.

Surviving spouses and unmarried children of deceased veterans with wartime service may be eligible for a non-service connected pension based on need. The entitlement criteria for death benefits are more lax than for those for veterans' pensions. There are two requirements for survivors of deceased veterans:

1. The veteran was a veteran of wartime service.
2. The survivor meets certain income and networth limitations.

The VA has setup an education benefits information line, dedicated exclusively for the purpose of providing help and information on its education benefits. The number is 1-888-442-455.

Veterans are enrolling in VA Healthcare in record numbers. Between the year 1998 and 1999 over 800,000 Veterans signed on. Every veteran should assist other veterans in need to get enrolled ASAP. You can call Social Security toll free at 1-800-772-1213 and change your direct deposit by telephone.

TOLL FREE NUMBERS

VA Grave Information 1-800-697-6947

GI Bill 1-800-442-4551

Retiree Dental Plan 1-888-838-8737

Cleveland Army Retirees 1-800-469-6559

Reserve Benefits 1-800-318-5298

VA Home Loan 1-800-827-0336

For TRICARE INFORMATION and HEALTHCARE BENEFITS 1-800-827-1000

VA BENEFITS 1-800-827-1000

WEB SITES

Salary Information for various jobs: jobstar.org/

More job information: stats.bls.gov/oco/oco1000.htm

Further job information: www.wageweb.com

Scholarships for military medicine: www.goarmy.com or www.usuhs.mil

GI Bill Benefits: www.va.gov/benefits/education/inquiry

Website for jobs: VetJobs.com