

**PERSONNEL COMMITTEE
FEBRUARY 18, 2015**

**** NOT APPROVED ****

Committee Members Present: D. Root, T. O'Grady, P. Curran, D. Decker, D. Pullen, C. Crandall (Absent: D. Fanton)

Others Present: L. Ballengee, H. Budinger, S. Burt, K. Graves, D. Healy, R. Hollis, C. Jessup, K. LaForge, T. Miner, B. Riehle, T. Ross, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 4:30 p.m. by Personnel Committee Chairman Debra Root.

Approval of Minutes

A motion was made by Legislator Curran, seconded by Legislator Decker, and carried to approve the Personnel Committee minutes of January 7 and 26, 2015.

Board of Elections

Brief Discussion of the Recent Winter Elections Commissioners' Conference

Board of Elections Commissioner Rick Hollis gave a brief report on his attendance at the recent Election Commissioners' Conference. Below are some areas of concern, to his way of thinking, that came out of the conference.

"The proposal that I am most against is Proposal #2. The Association is looking to amend section 4-100-3 (a) of the Election Law to raise the number of voters in an Election District from 1,150 to 3,000. I believe that raising this number to 3,000 will disenfranchise voters in rural districts and that keeping Election Districts at the current level allows for more hassle-free voting. Senator Young also agrees with this. The other part that no one seems to understand is that in many of the states that have early voting they also have large numbers of people in Election Districts. Also, when the big cities in the state are allowed to increase the districts to this new size, we will certainly see early voting in New York State because of the TV cameras and the lines at the polling sites. The cost of early voting in Allegany County would be prohibitive and would probably triple our current budget. Additionally, it would make it impossible to get poll workers for the extended hours. Numerous studies have concluded that early voting does not increase voter turnout.

"Risa Sugarman was appointed Chief Enforcement Council, Election Law Enforcement, of the NYS Board of Elections. This position was created last year by the Public Trust Act that was passed in the Assembly and Senate and signed into law by Governor Cuomo on March 31, 2014. When this was passed, the Moreland Commission on Public Corruption was disbanded and Ms. Sugarman was made the sole enforcement officer for Campaign Finance and Election Law issues. This law gave Ms. Sugarman the power and duty to conduct all investigations necessary to enforce provisions of the Election Law. As of this writing, Ms. Sugarman is in the process of hiring staff and promulgating regulations as to how all of this will work. Should complaints about Election Law violations come to the local Board of Elections, we must 'expeditiously make an investigation which shall also include investigation of reports and statements made or failed to be made by the complainant' etc. We must forward the results of this investigation to Ms. Sugarman's office within 90 days. At any time during the investigation, Ms. Sugarman may direct the local Board of Elections to suspend its investigation and her office will take over the investigation, removing it from local control.

“We had presentations by NTS and Dominion. NTS is the provider of the software that allows us to do our voter registrations in compliance with NYS BoE rules and regulations. It also allows us to print the many lists of registered voters. Dominion is our voting machine supplier. We have 37 voting machines that are fully accessible and three that just have scanners. We spoke at length with Dominion about our thought of using one of our spare scanners to start counting absentee ballots. The process that we currently use is burdensome and time-consuming. The possibility exists that if we can get the NYS BoE to agree with us, we may be allowed to use one of these scanners. This should reduce the counting of absentee ballots from many days to possibly one day. We are still researching this avenue of approach as to its cost effectiveness and the requirements of the NYS BoE. Hand counting hundreds or thousands of ballots is a tedious, very time-consuming, and potentially inaccurate process. If we could read a majority of the ballots on a machine scanner it could be cost effective and reduce the time spent on this tedious task.”

Mr. Hollis went on to say that a 209-page state report on the Board of Elections discusses having the local BOEs take over all elections which occur in their respective counties. He added that the use of lever machines will be discontinued as of December 31, 2015. He is unsure of the status of paper ballots at this time. He reminded the Committee that the BOE cannot charge to make a profit if the village, school and fire districts use the County machines and personnel for their elections. He added that there are 11 fire districts, 10 villages, and 12 school districts in the County.

New Business

Human Resources

The Health Department has enjoyed a harmonious working relationship with Cornell Cooperative Extension with respect to contracting staff of select Health Department programs for the past 15 years. It has saved the County significant grant dollars, allowing those funds to be expended on program supplies and clients. Cornell is desirous to end this relationship, effective March 23, 2015. After guidance and due diligence from the Human Services Committee, Public Health Director Lori Ballengee requested that the following positions be added to the Health Department staff. There will be no County dollars involved in this transfer, except the \$3,270 already being spent on our 10 hours per week Quality Assurance Coordinator's fringe expenses. This particular position is mandated under our Licensed Home Care Services Agency, and fringe costs are ineligible, so that expense will be there, regardless. The Registered Nurse for the Cancer Services Program works the 10 hours per week as QA Coordinator and performs Cancer Services duties the other 25 hours per week. Please see the attached Request to Fill Forms for specific information about each position.

- Cancer Services (3)=Registered Nurse, Community Outreach Specialist and Medical Records Computer Operator
- Women, Infants and Children (WIC) (9)=Program Coordinator, Registered Nurse, Outreach Specialist, Nutritionist, 2 Clerks and 3 part-time Peer Counselors
- Emergency Preparedness (1)=Emergency Preparedness Specialist
- Public Health (1)=Public Health Educator

Cancer Services

The Registered Nurse (NYSNA, Step 6) title already exists; however, an additional slot needs to be created. The same is true for the Medical Records Computer Operator (AFSCME, Grade 10, Step Base). No action was taken on these positions at this Personnel Committee meeting because the Committee of Jurisdiction, Human Services, has the authority to request a

resolution creating the positions. A special Human Services Committee meeting will be held after the Ways & Means meeting on February 23.

However, the creation of a Community Outreach Specialist position (Non-union, Grade 4, Step Base) was approved on a motion by Legislator Curran, seconded by Legislator Decker, and carried. The filling of all of these positions will need to be authorized by the Ways & Means Committee. **Prepare Resolution and Refer to Ways & Means**

Public Health

The Public Health Educator (AFSCME, Grade 17, Step Base) title already exists; however, an additional slot needs to be created. No action was taken on this position. **Refer to Human Services Committee**

WIC Positions

The Clerk (AFSCME, Grade 4, Step 7 and AFSCME, Grade 4, Step Base) title already exists; however, two additional slots are needed. No action was taken on these positions. **Refer to Human Services Committee**

Creation of the WIC Program Coordinator (PEF, Grade 7, Step 7) was approved on a motion by Legislator Pullen, seconded by Legislator Curran, and carried. **Prepare Resolution and Refer to Ways & Means**

Creation of the Outreach Specialist (AFSCME, Grade 11, Step 4) position was approved on a motion by Legislator Curran, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

Creation of the WIC Nutritionist (AFSCME, Grade 15, Step Base) position was approved on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. **Prepare Resolution and Refer to Ways & Means**

Creation of the Registered Nurse (NYSNA, Step 3) position was approved on a motion by Legislator Curran, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

Creation of the three part-time WIC Peer Counselor positions (Non-union, Grade 4, Step Base) were approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

Emergency Preparedness Position

Creation of the Emergency Preparedness Specialist (AFSCME, Grade 13, Step 3) position was approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Prepare Resolution**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:58 p.m. following a motion by Legislator Curran, seconded by Legislator Decker, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators