

**PERSONNEL COMMITTEE**  
**AUGUST 19, 2015**  
**NOT APPROVED**

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

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

**Media Present:** No media present

**Call to Order:** The meeting was called to order at 4:00 p.m. by Personnel Committee Chair Deb Root.

**Approval of Minutes**

A motion was made by Legislator Curran, seconded by Legislator Pullen, and carried to approve the Personnel Committee minutes of July 15, 2015.

**Board of Elections**

**Early Voting Legislation**

Board of Elections Commissioner Rick Hollis notified the Committee that there is a movement in the State to push for early voting. He provided Committee members with a copy of the proposed legislation as seen below.

*TITLE OF BILL: An act to amend the election law, in relation to early voting  
BILL NO A04433  
01/30/2015 referred to election law*

**PURPOSE OR GENERAL IDEA OF BILL:**

*The purpose of this bill is to establish early voting in primary, general and special elections in the State of New York.*

**SUMMARY OF SPECIFIC PROVISIONS:**

*Section 1 of the bill amends S 3-400(9) of the election law to provide that election inspectors and poll clerks, if necessary, at early voting locations shall be local board of elections employees or duly appointed individuals as chosen by the commissioners of such board of elections on an equal and bipartisan basis under law.*

*Section 2 of the bill amends S 4-117 of the election law to ensure that early voting information, including days, hours and locations are mailed to registered voters as part of the "mail check" process.'*

*Section 3 of the bill amends S 8-104 of the election law to add a new Paragraph (k) which provides that voting at all early voting sites shall be conducted in the same manner as on election day.*

*Section 4 of the bill amends S 8-104 by adding a new subdivision 7 to require that the same polling place protocols that are observed on election day be extended to all early voting days.*

*Section 5 of the bill amends S 8-508(2)(b) of the election law to provide that a space for challenged early voters be included on the "challenge report".*

*Section 6 of the bill adds a new title VI (S 8-600 & 8-602) to the election law entitled "Early Voting" and sets forth the parameters of such early voting.*

*S 8-600 states:*

*\*Early voting shall take run from the third Thursday before a general election until the Thursday before the general election.*

*\*Early voting shall Lake [sic] run from the second Thursday before a primary or special election until the Thursday before the primary or special election.*

*\*Local boards of elections shall designate at least four polling places in each county for early voting (5 including the board of elections itself) and that such polling places shall be geographically located so as to provide all voters in each county an equal opportunity to cast a ballot.*

*It is time that New York State joins the 32 other states and the District of Columbia and institute early voting. All New Yorkers, regardless of work schedule or personal and professional commitments should have the ability to vote in each and every election. Early voting will make voting easier, more convenient, and most importantly, more accessible in our State.*

Mr. Hollis said the despite the fact that New York State had very low voter turnout at the last election, Allegany County 51.26 percent. He also provided an estimate of additional costs to the County should this proposal become law. At the very least, according to his preliminary estimate, it would cost the County an additional \$258,200. It was suggested that Mr. Hollis do a more accurate estimate and have it available to discuss at InterCounty. Chairman Crandall also suggested that the prior resolution passed by the Allegany Board of Legislators opposed to early voting be updated and the new estimate added to be passed again.

### **Executive Session—County Clerk Rob Christman**

The Committee entered executive session to discuss the employment history of a particular employee at 4:15 p.m. on a motion by Legislator Pullen, seconded by Legislator Curran, and carried. The Committee exited executive session at 4:27 p.m. following a motion by Legislator Curran, seconded by Legislator Pullen, and carried.

### **County Clerk**

#### **Create & Fill Temporary Training Position of Senior Recording Clerk**

County Clerk Rob Christman requested permission to create the temporary training position of Senior Recording Clerk (AFSCME, Grade 10, Step 0). This position would terminate on December 31, 2015, (ASAP through December 31, 2015, at a cost of \$9,758...17 weeks of training). This position requires considerable knowledge of all legal mandates which impact the County Clerks' Office, knowledge of modern office practice and techniques, considerable oral and written communication skills, all of which take an allocation of a veteran recorder on a one-to-one setting for individual hands-on training. This position provides timely and courteous public service. All positions are funded by the fees collected by the County Clerk's Office. Approval was granted on a motion by Legislator Curran, seconded by Legislator Pullen, and carried. **Prepare Resolution**

#### **Create and Fill the Temporary Training Position of Deputy One Trainee**

Mr. Christman also requested permission to create the temporary training position of Deputy One Trainee (non-union, Grade 1, Step 0). This position would terminate December 31, 2016. (The position will exist from October 1, 2015, through December 31, 2016, at a cost of \$37,396, for 67 weeks of training). The total temporary training cost to the County is \$47,154. This cost will be spread out between the 2015 and 2016 fiscal years depending on the position. This position supervises the work of records management and motor vehicle transaction clerks, assigns, re-assigns, reviews, and evaluates work. It also instructs and trains employees on new procedures or regulation changes. It interacts on a daily basis with attorneys, abstractors, bank personnel, and the general public. This position accepts, inspects, reviews, processes records and files documents and legal instruments such as mortgages, liens, deeds, easements, loan

agreements, judgments, military records, pistol permits in the prescribed or mandated manner. This position interacts with federal, state, and local units of government including the Internal Revenue Service, State Department of Transportation and Taxation & Finance; Office of Court Administration (OCA), Courts and County Departments concerning the filing of documents and collection of fees. Further, this position prepares reports on transactions completed and fees collected, accounts for monies received. Additionally, the incumbent maintains a current understanding of Allegany County policies in sexual harassment, equal employment, and drug-free workplace and actively promotes compliance with the policies. This position understands the functional responsibility for all computer: scanning, indexing, recording, accounting, and electronic recording/filing. It ensures the proper acceptance, recording, and filing of legal instruments and documents. Personally delivers public service in a professional and courteous manner and provides effective supervision and maximization of all staff resources. All positions are funded by the fees collected by the County Clerk's Office. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Curran, and carried. **Prepare Resolution**

### **Attorney Client Session**

The Committee entered attorney/client session at 4:30 p.m. on a motion by Legislator Curran, seconded by Legislator Pullen, and carried. The Committee exited attorney client session at 4:40 p.m., following a motion by Legislator Curran, seconded by Legislator Pullen, and carried.

### **New Business**

Legislator Pullen voiced his concern over the continued "parking crunch" near the County campus. Referring to the space gained following the demolition of the old Museum, Mr. Pullen wondered if those new parking slots could be reserved for the public and not used by County employees. He inquired whether the Committee and/or Board should act on this and if so, how they should proceed. It was determined, on a motion by Legislator Pullen, seconded by Legislator Curran, to refer the issue to the Public Works Committee. **Refer to Public Works.**

### **Good of the Order**

Legislator Burt wanted to acknowledge the County's longest-term employee Eddie Dibert, who was celebrating 43 years as a County employee in the Social Services Department today.

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 4:50 p.m. following a motion by Legislator Curran, seconded by Legislator Pullen, and carried.

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