

PERSONNEL COMMITTEE
September 21, 2016
NOT APPROVED

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

Others Present: T. Boyde, H.B. Budinger, R. Christman, P. Cockle, K. Graves, S. Grusendorf, D. Healy, K. Hollis, R. Hollis, J. Hopkins, C. Jessup, K. LaForge, R. Lynch, T. Miner, K. Monroe, B. Riehle, T. Ross, M. Washer

Call to Order: The meeting was called to order at 3:30 p.m. by Personnel Committee Vice Chairman Debra Root.

New York Municipal Insurance Reciprocal (NYMIR)

NYMIR (New York Municipal Insurance Reciprocal) Senior Risk Control Specialist Tim Randall attended the meeting to meet the Legislators and discuss the County's insurance coverage. Mr. Randall stated he is heavily involved in physical surveys and over the last couple of weeks; he has looked at the County facility, Courthouse, Friendship facilities, and Landfill operations. Mr. Randall stated all looks well and he was hard pressed, particularly in the utility/boiler rooms, to find any issues. Mr. Randall made the committee members aware of dates and times for upcoming training sessions this fall.

Executive Session

A motion was made by Legislator Pullen, seconded by Legislator Curran, and carried to enter into executive session at 3:44 p.m. to discuss the collective negotiations pursuant to article fourteen of the civil service law. Immediately following discussion at 4:13 p.m., a motion was made by Legislator Fanton, seconded by Legislator Curran, and carried to end the executive session and return to the regular meeting.

Approval of PEF Agreement

A motion was made Legislator Fanton, seconded by Legislator Pullen, and carried to move the approval of the PEF Agreement to Ways and Means. **Refer to Ways and Means**

County Engineer Position

Personnel Officer Harold Budinger requested a resolution to approve the addition of three salary grades (12, 13, and 14) to the PEF Salary Plan. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

Mr. Budinger also requested a resolution to approve the change in classification from 11 to 14 for the County Engineer position. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

911 Dispatch Center Positions

The Sheriff's Office requested approval to create four full-time 911 Dispatch positions. These positions are required to fill the new schedule in the 911 Dispatch Center. These positions have been included in the proposed budget for 2017. This request was approved on a motion made by Legislator Curran, seconded by Legislator Pullen, and carried. **Refer to Ways and Means for Approval to Fill**

A motion was made by Legislator Fanton, seconded by Legislator Pullen, and carried to table the discussion and approval of the Memorandum of Agreement to retain five retired Deputy Sheriffs as part-time Deputies.

County Clerk

County Clerk Robert Christman requested approval to fill one full-time Deputy Clerk (Grade 9, Step Base) position. The Deputy Clerk is responsible for managing the receipting, indexing, storage and retrieval of documents, including legal records pertaining to ownership of real property and all court records, except criminal records, for Supreme Court and County Court. The Deputy Clerk is also responsible for managing the collection of revenue for these services, which are provided to several levels of government (Courts, Towns, County, State and Federal). There are also managerial responsibilities to include, payroll, equipment maintenance, procurement, and personnel affairs. This request was approved on a motion made by Legislator Pullen, seconded by Legislator Fanton, and carried. **Refer to Ways and Means**

Elections Commissioner Re-Appointment

Clerk of the Board Brenda Rigby Riehle reported that she received correspondence from the Republican County Committee indicating that as a result of its September 19, 2016, meeting, the members would like to recommend Richard G. Hollis of 10987 Old State Road, Dalton, New York, as a suitable and qualified person for re-appointment to the Office of Commissioner of Elections to fill a four-year term commencing January 1, 2017, and expiring on December 31, 2021. The appointment was approved on a motion by Legislator Fanton, seconded by Legislator Pullen, and carried. **Prepare Resolution**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:27 p.m. following a motion by Legislator Pullen, seconded by Legislator Curran, and carried.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board
Allegany County Board of Legislators