



## HUMAN RESOURCE COMMITTEE MEETING AGENDA

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled,

CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19)

permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

**Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.**

*Thank you!*

\*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Tuesday, July 27, 2021 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call.*

Present: **King, Becker**, Kehl, Grant, Brunner, Leuer, Roche, Granger, Jacoby

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>9:15 AM Board of Elections w/J. Schlick &amp; H. Bush</b>			
<b>1. Grant Application and Acceptance:</b> Authorize Chairwoman to sign a grant application and acceptance award with the <b>New York State Board of Elections</b> , 40 N Pearl St Suite 5, Albany NY 12207 for the provision of funding for technology innovation in a minimum amount of \$39,076.87; effective April 7, 2021 through January 27, 2023.	<b>Technology Innovation and Election Resource (TIER) Grant</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>2. Grant Application and Acceptance:</b> Authorize Chairwoman to sign a grant application and acceptance award with the <b>New York State Board of Elections</b> , 40 N Pearl St Suite 5, Albany NY 12207 for the provision of funding for Early Voting expansion in a minimum amount of \$17,090.61; effective April 7, 2021 through January 28, 2022.	<b>Early Voting Expansion Grant</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>3. Appropriation:</b> To: 01.34.1450.4.42484 Early Voting \$17,090.61 w/ 01.11.1450.3089 Other, State Aid \$17,090.61 Reason: Early Voting Expansion grant funds.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:30 AM County Attorney w/J. Wujcik</b>			
<b>1. General Update.</b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: \_\_\_\_\_

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Absent:

Also Present:

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<b>Historian w/C. Amrhein</b>			
	<b>~Pending~</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Human Resource w/D. Farberman</b>			
1. <b>Position Create/Fill:</b> <i>District Attorney</i> Create and fill one (1) position of <b><u>DA Investigator</u></b> ( <i>Per Diem</i> ) on salary schedule S, at an hourly rate of \$40.00/hr, plus mileage, with only those other benefits mandated by law. Position Available: July 14, 2021.	<b>Emergency Fill was approved effective July 14, 2021.</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>Position Fill:</b> <i>District Attorney</i> Fill one (1) position of <b><u>Assistant District Attorney (2nd)</u></b> , ( <i>FT – 1.0 FTE</i> ) ( <i>position # 005.503</i> ) on Salary Schedule S at an annual salary of \$79,981.00. Person Vacating: Gregory A. Kilburn, effective 8/13/2021. Position Available: August 16, 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Position Fill:</b> <i>District Attorney</i> Fill one (1) position of <b><u>Assistant District Attorney (3rd)</u></b> , ( <i>FT – 1.0 FTE</i> ) ( <i>position # 031.503</i> ) on Salary Schedule S at an annual salary of \$71,000.00. Person Vacating: Chelsie Hamilton, effective 8/13/2021. Position Available: August 16, 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>4. <b>Position Create/Fill:</b> <b>Fire and Building Code Enforcement</b> Create and fill one (1) position of <b>Keyboard Specialist</b> (FT – 1.0 FTE) on CSEA Schedule A, Job Grade 2, at an hourly rate of \$16.29/hr - \$17.78/hr. Position Available: August 11, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>5. <b>Position Fill:</b> <b>Fire and Building Code Enforcement</b> Fill one (1) position of <b>Account Clerk</b> (FT – 1.0 FTE)(position # 027.002) on CSEA Schedule A , Job Grade 4, at an hourly rate of \$17.10/hr - \$18.82/hr. Person Vacating: Kelly Simkins, effective July 25, 2021. Position Available: August 4, 2021.</p>	<p><b>Request to fill on an emergency basis has been submitted; effective August 04, 2021.</b></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. <b>Position Create/Fill:</b> <b>Sheriff</b> Create and fill one (1) position of <b>Secretary to the Sheriff (FT - 1.0 FTE) (Temp.)</b> salary schedule S, at an annual salary of \$60,268.00. Position Available: August 11, 2021 to last for a period no longer than six months, concluding on February 11, 2022.</p>	<p><b>Position for Carole Cunningham to move into for cross training purposes.</b></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. <b>Position Fill:</b> <b>Sheriff</b> Fill one (1) position of <b>Administrative Assistant (Sheriff)</b> (FT – 1.0 FTE) (position # 099.549), on Salary Schedule S, at an annual salary range equivalent of \$35,000.00 - \$ 42,000.00 based on experience and qualifications. Person Vacating: Susan Scott, effective August 10, 2021. Position Available: August 11, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>8. <b>Position Fill:</b></p> <p style="text-align: center;"><b>Sheriff</b></p> <p>Fill one (1) position of <b>Secretary to the Sheriff</b> (FT – 1.0 FTE) (position # 002.503), and set the salary on Salary Schedule S at \$55,000.00 per year based on experience and qualifications. Person Vacating: Carole Cunningham Position Available: August 11, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>9. <b>Position Fill:</b></p> <p style="text-align: center;"><b>Sheriff</b></p> <p>Fill one (1) position of <b>Deputy Sheriff</b> (FT – 1.0 FTE) (position # 095.083) on WCDSA Schedule , Job Grade 4, at an hourly rate of \$25.45/hr - \$32.53/hr. Person Vacating: Adam Hope, effective August 8, 2021. Position Available: August 9, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>10. <b>Position Fill:</b></p> <p style="text-align: center;"><b>Sheriff</b></p> <p>Fill one (1) position of <b>Deputy Sheriff</b> (FT – 1.0 FTE)(position # 074.083) on WCDSA Schedule , Job Grade 4, at an hourly rate of \$25.45/hr - \$32.53/hr. Person Vacating: Austin Harding, effective August 8, 2021. Position Available: August 9, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>11. <b>Position Fill:</b></p> <p style="text-align: center;"><b>Jail</b></p> <p>Fill one (1) position of <b>Meal Deliverer</b>, (PT – Variable FTE) (position # 083.598) at an hourly rate of \$12.50/hr. Person Vacating: Kathleen Kelly, effective July 4, 2021. Position Available August 4, 2021.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Absent:

Also Present:

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<b>12. Overnight Travel Authorization:</b> Dan Farberman to attend 2021 New York State Public Employers Labor Relations Association (NYSELRA) Meeting/Conference in Saratoga Springs, NY, September 29 – October 1, 2021 for 2 nights (\$169) + conference registration \$290 (early member fee) Plus mileage and meals. Personal vehicle will be used.	<i>Dan Farberman is a speaker at the event</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>13. Referred from 07-06-21 Finance Committee mtg.:</b> Approve the <u>memorandums of understanding</u> between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO Wyoming County Local 9250-01 Supervisory Unit related to critical staffing in the skilled nursing facility May 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>14. Overnight Travel Authorization:</b> D. Farberman to attend the NYSAC fall conference in Syracuse, NY from September 12-15, 2021. Travel by County car. Estimated cost \$400.75 for conference registration, \$432.00 lodging, employee expenses. Funds budgeted.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>15. Discussion Items:</b> <ul style="list-style-type: none"> <li>• Highway Leadership Search Update</li> <li>• Request for Executive Session</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<b>Civil Service w/D. Farberman</b>			
16. <a href="#"><u>Civil Service update for July 2021</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Records Retention w/G. Royce</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. King (minutes prepared by \_\_\_\_\_)).

Next Human Resource Committee Meeting scheduled for **Tuesday, August 31, 2021 @ 9:00 AM.**