

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...

Date: Tuesday, March 30, 2021 @ 9:00 AM

Location: *Supervisors’ Committee Room, 2nd floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Committee Chair’s Agenda			
1. <i>2020 Winter Virtual NYSAC Conf. Resolutions:</i> <ul style="list-style-type: none"> • <u>Resolution Requesting Enactment of Civil Service Reforms</u> • <u>Resolution of Praise and Thanks to Our County Employees, Bravely and Selflessly Fighting COVID-19 and Providing Life Saving Services</u> 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM County Clerk w/R. Pierce			
1. Home Rule Request to extend Local Mortgage Recording Tax – additional one quarter percent (1/4%). This will be effective through 11/30/2024. <i>New York State Senate Bill S 04484 and New York State Assembly Bill A.06183, AN ACT to Amend Chapter 185 of the Laws of 2005, Amending the Tax Law Relating to Authorizing the County of Wyoming to Impose a County Recording Tax on Obligations Secured by a Mortgage on Real Property, in Relation to the Expiration Thereof.</i>	<ul style="list-style-type: none"> • Current Local Law expires on 11/30/21 (The new local law should expire through 11/30/2024 (three (3) years) to run concurrently with the Home Rule Request) • Current Home Rule Request expires 11/30/21 • The Local Law should be introduced end of Aug. 2021 at the very latest. 	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Introductory Local Law “E” and Set Public Hearing “ <i>A Local Law to Continue to Impose a County Recording Tax on Obligations Secured by a Mortgage on real Property</i> ”	We can’t ask for this until we get #1.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
DMV w/R. Pierce			
3. <i>FYI: Extension of Expired Documents</i> <ul style="list-style-type: none"> • All driver licenses and permits that expired March 1, 2020, or after continue to be extended by Executive Order at least through April 16, 2021. • In addition, in-person transactions are still required to be done by appointment only. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

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9:15 AM Board of Elections w/J. Schlick & H. Bush			
1. Professional Services Contract \$5001 or greater: Authorize Chairwoman to sign a contract pursuant to General Municipal Law §104(b) with <i>Warsaw Penny Saver</i> , 72 N Main St, Warsaw NY 14569, for the provision of processing and mailing of annual Mail Check cards in an amount not to exceed \$6,277.98; effective April 12, 2021 until completion.	Annual list maintenance activity required by NYS Election Law. Mailing 23,535 cards.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2 Appropriation: To: 01.34.1450.2.20201 Computer Equipment 2,100.00 01.34.1450.4.42482 Cyber Security Grant 17,964.28 w/01.11.1450.3089 Other State Aid 20,064.28 Reason: Appropriate grant funds.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:30 AM County Attorney w/J. Wujcik			
1. General Update:		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:45 AM Human Resource w/D. Farberman			
1. Position Fill: <p style="text-align: center;"><i>Highway</i></p> One (1) position of <i>Heavy Equipment Operator</i> (position # 044.163B) (FT – 1.0 FTE) on CSEA Schedule B, Grade 9, at an hourly rate of \$19.04 – 21.03/hr. Person Vacating: Jean Wolcott-Willis, effective April 10, 2021. Position Available: April 7 11 , 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>2. Position Fill:</p> <p style="text-align: center;"><i>Highway</i></p> <p>One (1) position of <u>Heavy Equipment Operator</u> (position # 028.038B) (FT – 1.0 FTE) on CSEA Schedule B, Grade 9, at an hourly rate of \$19.04 – 21.03/hr. Person Vacating: Richard Brown, effective October 31, 2020. Position Available: April 7, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>3. Position Fill:</p> <p style="text-align: center;"><i>Social Services</i></p> <p>One (1) position of <u>Community Services Worker</u> (position # 157.315) (FT – 1.0 FTE) on CSEA Schedule A, Grade 6, at an hourly rate of \$17.92 – 19.98/hr. Person Vacating: Karen Duboy, effective March 12, 2021. Position Available: April 7, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>4. Position Abolish/Create/Fill:</p> <p style="text-align: center;"><i>Social Services</i></p> <p>Create one (1) position of <u>Social Services Program Specialist Trainee</u> (FT - 1.0 FTE) on CSEA Schedule A, Job Grade 8 at \$18.75/hr-\$21.69/hr. Position Available: April 14, 2021.</p>	<p><i>Promoted to a Social Services Program Specialist (Grade 10) after twelve months of satisfactory performance during the training period. Funded by current Social Services Program Specialist (position # 122.359).</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Position Create/Fill:</p> <p style="text-align: center;"><i>Real Property Tax Services</i></p> <p>One (1) position of <u>GIS Technician</u> (Per Diem - Variable FTE) (Temporary) at an hourly rate of \$35/hr. Position Available: April 14, 2021. Position to last for a period of six months from approval, until October 14, 2021, unless abolished or renewed by action of the Board of Supervisors.</p>	<p><i>Emergency Request to fill prior to full Board of Supervisors approval has been submitted.</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>6. <i>Amend Salary Schedule S:</i> <i>Public Health</i> Increase the annual salary of the <i>Public Health Program Coordinator</i> (position # 140.609) from \$49,200 to \$58,000, effective April 14, 2021.</p>	<p>This position has primary responsibility for both Public Health Emergency Preparedness, including COVID-19 response, and also the Public Water Program; salary & fringe expense are offset by grant funds (NYSDOH PHEP and DWE). The candidate incumbent has been employed by Wyoming County for 20+ years and was provisionally appointed in 2018 upon Brian Meyers' promotion to EMS Director without salary adjustment since accepting the position. Incumbent will be permanently appointed based on successful examination, request salary adjustment to be more in line with position expectations and surrounding counties' salary ranges.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. <i>Amend Salary Schedule S:</i> To grant a \$2,000 increase in annual compensation to the <i>Zoning Enforcement Officer</i> (position # 026.554) in the Zoning department upon the completion of 2 years of service, with satisfactory performance and all established goals met. \$2,000 to be added to base hourly wage based on annual hours.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. <i>Amend Salary Schedule G:</i> To create an annual stipend on Salary Schedule G, to be assigned to <i>Fiscal Officer I</i> (position # 010.282) in the Mental Health Department of Salary Schedule S, in the amount of \$1,500.00 per year, payable annually prior to the end of April each year for four years.</p>	<p><i>Funded from the SAMHSA STOP-Act grant</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. <u><i>Resolution to Amend and Restate the County of Wyoming Plan document</i></u></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
10. <i>Discussion Items:</i> <ul style="list-style-type: none"> • Public Health Department • IT Director Recruitment and IT Department Structure • Review of Dept. Head performance evaluations – what Committee Chairs need to know... • <u>EAP Monthly Report</u> • <u>EAP Training Report</u> 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Civil Service w/D. Farberman			
11. <u>Civil Service update for March 2021</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Records Retention w/G. Royce			
1. <u>Review of 2020 Annual Report</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Historian w/C. Amrhein			
	~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, April 27, 2021 @ 9:00 AM.**

Committee Chair Initials: _____