

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, January 26, 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			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM County Clerk w/R. Pierce			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
DMV w/R. Pierce			
1. <i>Position Fill:</i> <i>DMV</i> One (1) position of <u>Motor Vehicle License Clerk</u> (FT - 1.0 FTE) (Position # 004.165) on CSEA Schedule A, Job Grade 8 at an hourly rate of \$18.75/hr - \$21.69/hr. Person Vacating: Pasa Robinson, effective December 17, 2020. Position Available: February 3, 2021.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <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 January 29, 2021. • In addition, in-person transactions are still required to be done by appointment only. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM County Attorney w/J. Wujcik			
1. <i>General Update, including pending litigation.</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Human Resource w/D. Farberman			
<p>1. <i>Position Fill:</i> <i>Health Department</i> One (1) position of <u>Environmental Health Aide</u> (<i>Per Diem, Temporary, Non-Union</i>) (<i>position code 144.117</i>) on salary schedule G, following CSEA Schedule A, Grade , Step 1 +10%, at an hourly rate of \$20.98. Position currently vacant. Position Available: February 3, 2021.</p>	<p><i>Emergency Fill signed by Chairwoman Ryan on 01/22/21.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>2. <i>Positions Create/Fill:</i> <i>Highway</i> Two (2) positions of <u>Motor Equipment Operator</u> (<i>Seasonal</i>) (FT - 1.0 FTE) on at an hourly rate of \$\$16.00/hr without a CDL, and \$17.00/hr with a CDL, and increasing by \$0.25/hr for every prior year worked. Position Available: February 10, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>3. <i>Positions Fill:</i> <i>Highway</i> Four (4) positions of <u>Motor Equipment Operator (2)</u> (<i>Seasonal Non Union</i>) (FT - 1.0 FTE) (Position #s: 083.163, 084.163, 085.163, 091.163) on at an hourly rate of \$\$16.00/hr without a CDL, and \$17.00/hr with a CDL, and increasing by \$0.25/hr for every prior year worked. Positions are currently vacant. Position Available: February 3, 2021.</p>	<p><u>Motor Equipment Operator (2)</u></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>4. <i>Position Fill:</i> <i>DMV</i> One (1) position of <u>Motor Vehicle License Clerk</u> (FT - 1.0 FTE) (Position # 004.165) on CSEA Schedule A, Job Grade 8 at an hourly rate of \$18.75/hr - \$21.69/hr. Person Vacating: Pasa Robinson, effective December 17, 2020. Position Available: February 3, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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>5. Position Fill:</p> <p style="text-align: center;"><i>Jail</i></p> <p>One (1) position of Assistant Cook (PT – 0.8 FTE) (Position # 078.061) on CSEA Schedule B, Job Grade 3 at an hourly rate of \$14.99/hr - \$16.22/hr. Person Vacating: Tamara Ribbeck, effective January 4, 2021. Position Available: February 3, 2021.</p>	<p>Emergency Fill signed by Chairwoman Ryan on 01/22/21.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. Position Fill:</p> <p style="text-align: center;"><i>Jail</i></p> <p>One (1) position of Meal Deliverer (PT – 0.5 FTE) (Position # 084.598) on Salary Schedule S at an hourly rate of \$12.50/hr. Person Vacating: Barbara Lambos, effective December 31, 2020. Position Available: February 3, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>7. Professional Service Contract \$5,001 or greater:</p> <p>Authorize Chairwoman to sign a contract, pursuant to General Municipal Law §104(b), with Indeed.com, 6433 Champion Grandview Way, Building 1, Austin, TX 78750, for the provision of posting, workflow, and recruiting services in an amount not to exceed \$36,000.00 (\$3,000.00/month); effective January 1, 2021 through December 31, 2021.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>8. Amend Salary Schedule "G":</p> <p>Set the salary of the Alzheimer Caregiver Coordinator within the Department of Office for the Aging to reflect \$22.89 per hour (annual salary equivalent of \$41,820.00) for 2021; Effective January 1, 2021.</p>	<p>This adjustment reflects a decrease in annual hours worked in 2021. The annual salary equivalent remains unchanged in 2021.</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>9. Amend Salary Schedule "F":</p> <p>To increase Meal Site Managers wage from \$11.80/hr. to 12.50/hr. to remain competitive with NYS minimum wage requirements; effective 12-31-20.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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
10. Position Fill: Office for the Aging One (1) position of <u>Case Manager</u> (1.00 FTE) (Position Code 007.040) CSEA agreement, sch. A, grade 15 (\$21.35 - \$24.83hr) to replace Brandie Rajk-Winter) who is resigning February 17, 2021. Position available date: February 22, 2021		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
11. Position Fill: Office for the Aging One (1) position of <u>Aging Services Aide</u> (1.00 FTE) (Position Code 286.015) CSEA agreement, sch. A, grade 2 (\$16.29 - \$17.783hr) to replace Adriana Holley who is resigning February 05, 2021. Position available date: February 08, 2021		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
12. Approve MOU by and between the County of Wyoming and CSEA (signed by HR Director Farberman on 01/XX/21) for hard to fill shifts at the Skilled Nursing Facility by CNA's, LPN's and RN's (<u>as attached</u>); effective 3AM January 22, 2021 for a period not to exceed 30 calendar days, unless extended by mutual written agreement between the parties.	Mentioned during Dept. Head mtg. 01/25/21.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
13. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> • Ignition Consulting, (Randal A. Simonetti), 1 Misty Meadow Way, Fairport, NY 14450 for crisis management and communication not to exceed \$ 825.00; effective December 07, 2020 through December 08, 2020. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
14. Discussion Items: <ul style="list-style-type: none"> • Wyoming County 457 Deferred Compensation Plan <ul style="list-style-type: none"> ○ Mass Mutual recently announced the sale of their Retirement Plan Business to Empower Retirement; effective December 31, 2020. • Request for Executive Session 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action
Civil Service w/D. Farberman			
15. <u>Civil Service update for January 2021</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Historian w/C. Amrhein			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Records Retention w/G. Royce			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Board of Elections w/J. Schlick & H. Bush			
	<i>~Nothing to Report~</i>	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, February 23, 2021 @ 9:00 AM.**

Committee Chair Initials: _____