

## HUMAN RESOURCE COMMITTEE MEETING MINUTES

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, March 29, 2022 @ 9:00 AM

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

Present: **King, Becker,** Kehl, Grant, Roche, Granger, McCormick, Leuer (Zoom), Jacoby

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; D. Farberman/HR Director; G. Kolo/Dep. HR Director; A. D. Berwanger, T/Arcade; E. J. Gozelski, T/Castile; B. Ryan/Board Chair; J. Davis, T/Covington; J. Brick, T/Perry

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
1. <b><u>Winter NYSAC Conf. Resolution:</u></b> <ul style="list-style-type: none"> <li>• Resolution Supporting Civil Service Law Changers to Enhance County Hiring Flexibility for Veterans and People with Disabilities</li> </ul>		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b>
2. <b><u>Winter NYSAC Conf. Resolution:</u></b> <ul style="list-style-type: none"> <li>• Resolution Calling for an Increase in the Share of Revenue Counties Retain for Providing State DMV Services</li> </ul>		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b>
3. <b><u>Winter NYSAC Conf. Resolution:</u></b> <ul style="list-style-type: none"> <li>• Resolution Calling for the State of New York to Allow for County Home Rule Authority Regarding Employment Residency Requirements</li> </ul>		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b>
<b>9:00 AM County Attorney w/J. Wilkinson</b>			
1. <b><i>FYI:</i></b> <ul style="list-style-type: none"> <li>• Termination of contract with <b>David H. Nelson, Esq.</b> for resource recoveries at Wyoming County Department of Social Services.</li> <li>• Proposal to be discussed.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b><i>FYI:</i></b> <ul style="list-style-type: none"> <li>• Consider referring to the appropriate committee amendment of the Rules of Procedure to include rules for special meetings.</li> </ul>		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>FINANCE</b>
4. <b><i>General Update.</i></b>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<b>9:30 AM Records Retention w/G. Royce</b>			
1. <b>FYI:</b> <ul style="list-style-type: none"> <li>Went to Arcade previously to help organize their records. We currently have added an additional (38) cubic feet of revenue for a total of 273. These are ONLY permanent retention with little to no activity to Record Retention personnel</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>FYI:</b> <ul style="list-style-type: none"> <li><a href="#">2021 Annual Report</a></li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>FYI:</b> <ul style="list-style-type: none"> <li>New Scanner that was approved for 2022 budget is expected for delivery very soon.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:45 AM Human Resource w/D. Farberman</b>			
<b>Introduction of Gabrielle "Gabby" Kolo, newly appointed Deputy HR Director.</b>			
1. <b>Abolish Salary Schedule X:</b> Abolish Salary Schedule X and the Salary Schedule X Handbook; effective January 1, 2022 as a result of the recognition of all Schedule X employees as Union employees.		Motion: Grant Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>

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<b>2. Amend Schedule Handbooks:</b> Amend Schedule <b>S</b> , <b>D</b> , and <b>C</b> Handbooks to reflect the attached changes to Longevity and Bereavement provisions.		Motion: Granger Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<b>3. Professional Service Contract \$5,001 or greater:</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Indeed</b> at 6433 Champion Grandview Way, Building 1, Austin, Texas for the provision of online job advertising and application intake in an amount not to exceed \$36,000.00, (\$3,000.00 per month); effective January 1, 2022 through December 31, 2022.		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>4. Professional Service Contract \$5,001 or greater:</b> Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Warsaw Pennysaver</b> at 72 North Main Street Warsaw, NY 14569 for the provision of print advertising in an amount not to exceed \$24,000 effective January 1, 2022 through December 31, 2022.		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>5. Position Create/Fill:</b> <b>Human Resources</b> Create and fill one (1) position of <b>Human Resource Assistant III (1.0 FTE)</b> and place on Salary Schedule S at an hourly rate of \$23.52. Position Available: June 1, 2022.	<b>Created as a promotional opportunity for HRA II</b>	Motion: Becker Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>

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6. <b>Position Fill:</b>  <b>Human Resources</b> Fill one (1) position of <b>Human Resources Assistant</b> (1.0 FTE) (position code 001.434) on Salary Schedule S at an hourly rate of \$16.48 - \$19.71/hr, due to the resignation of Kelsey Holmes. Position Available: April 25, 2022.		Motion: Becker Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
7. <b>Reappointment:</b>  <b>Civil Service Commission</b> Thomas Dutton, 3062 Route 39, Bliss NY 14024, as a <b>Civil Service Commissioner</b> (position code 10.502) (Schedule D), (\$125/meeting) for a 6-year term; effective June 1, 2022 through May 31, 2028.		Motion: McCormick Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
8. <b>Amend Resolution 20-153</b> to reflect a revision to the <b>Employee Services, Inc.</b> contract to provide EAP services with an effective date of April 1, 2020 through March 31, 2023.		Motion: Kehl Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>*RESOLUTION</b>
9. <b>Discussion Items:</b> • <b>EAP Report</b>			
• Service Award Program – WCCHS & County o Total \$6,000 cost for the award program for WCCHs and non-hospital departments <b>Supervisor Roberts, T/Genesee Falls called in because of audio issues to suggest offering service awards beyond. Something really nice.</b>		Motion: Granger Ayes: 9 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>APPROVED</b>
<b>Lost Zoom &amp; YouTube channel</b>			
• Update on search for WCCHS CEO and CFO o All day marathon interview sessions took place last week <b>Supervisor Leuer, T/Middlebury called in to say he would not be in favor of making an appointment until the Board of Supervisors had the opportunity to do some of their own vetting of a candidate. Director Farberman was</b>			

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<p><i>instructed to share resumes of final 3 candidates with the Board of Supervisors. Director Farberman reminded Committee members of the approved contract with Systems Personnel, a recruitment agency. Candid discussions have occurred with each candidate on the current state of the hospital, "eyes wide open." Supervisor Roche, T/Eagle voiced his concern over WCCH BOM membership. Committee Chair King stated that the Board of Supervisors has to get a Hospital Administrator appointed. Confidence needs to be built from the top down. Supervisor Roche, T/Eagle felt Board of Managers membership and appointment of a Hospital Administrator need to occur simultaneously. Director Farberman offered that he has conducted some research on Hospital Administrator salary levels with both the large hospitals in the area and the small ones. Felt the Board of Supervisors could experience some "sticker shock."</i></p> <ul style="list-style-type: none"> <li>• CSEA Collective Bargaining Agreement changes completed by 4/22/22 payroll</li> <li>• New health care plan for WCCHS Clinic Employees</li> </ul>			
<b>Civil Service w/D. Farberman</b>			
10. <a href="#"><u>Civil Service update for March 2022</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>County Attorney w/J. Wilkinson continued</b>			
2. Litigation Update (Attorney/Client session)		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Board of Elections w/J. Schlick &amp; H. Bush</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<b>County Clerk w/R. Pierce</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>DMV w/R. Pierce</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Historian w/C. Amrhein</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/S. King (minutes prepared by C. Ketchum ).

Next Human Resource Committee Meeting scheduled for **Tuesday, April 26, 2022 @ 9:00 AM.**

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