

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY CLERK - MOTOR VEHICLES (INCLUDING HISTORIAN)

DATE: AUGUST 10, 2009

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS	KENNY	PAMELA VOGEL, COUNTY CLERK
	STRAINER	JODY ROSS, DEPUTY COUNTY CLERK
	PITKIN	FREDERICK MONROE, CHAIRMAN
		JOANN MCKINSTRY, DEPUTY COMMISSIONER, ADMINISTRATIVE & FISCAL SERVICES
COMMITTEE MEMBERS ABSENT:		
SUPERVISORS	BELDEN	JOAN SADY, CLERK OF THE BOARD
	SHEEHAN	TODD LUNT, HUMAN RESOURCES DIRECTOR
		JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

Mr. Kenny called the meeting of the County Clerk-Motor Vehicles (Including Historian) Committee to order at 1:34 p.m.

Mr. Kenny noted the lack of a quorum, and he asked Pam Vogel, Warren County Clerk, to proceed with her agenda for informational purposes only.

Privilege of the floor was extended to Mrs. Vogel who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mrs. Vogel stated that the purpose of today's meeting was to address three unanticipated resignations for mandatory positions. She apprised that the first position was a Motor Vehicle License Registration Clerk, base salary of \$26,558, Employee No. 11173, due to resignation effective September 18, 2009.

Mrs. Vogel asserted the second position was a Legal Recording Clerk, base salary of \$28,041, Employee No. 11561, due to resignation. Mrs. Vogel noted that this position serviced the front counter, and the current employee had accepted a position with the Department of Social Services (DSS). She said the employee requested an August 21, 2009 resignation date; however, she said, due to staff vacations in the County Clerk's Office, Kathy Baker, Fiscal Manager for DSS agreed to a September 14, 2009 start date. Mrs. Vogel added that there was a Civil Service eligibility list of candidates for the position.

Mrs. Vogel advised that the third position was a Public Records Recording Clerk, base salary of 28,041, Employee No. 10875, due to resignation. Mrs. Vogel stated that although an eligibility list was not available for this position, it might be possible to identify a potential candidate from an eligible list from a related area,

such as Real Property Tax Services, who may have an interest in the opening.

Mrs. Vogel asserted that the functions served by the County Clerk's Office were mandated services and she referenced the list of approximately 140 tasks that must be mastered. She noted the demanding nature of the work which required significant training for mastery of the skills required to carry out the necessary services. She apprised that the three positions were not eligible for the Workforce Reduction Incentive. As a result of filling the vacancies, Mrs. Vogel stated that she expected to report a \$7,000 to \$8,000 reduction in the overall 2010 budget due to lower salaries for new employees.

Pertaining to the "Cash for Clunkers" Federal program, Mr. Kenny asked if the Office had noticed more traffic as a result of the program and Mrs. Vogel replied affirmatively and stated that there was an increase in title requests.

Responding to a question from Mr. Strainer, Mrs. Vogel apprised that an open exam had not been held for the Recording Clerk (Public Records) position and there was an eligible list for the Legal Recording Clerk position. Joan Sady, Clerk of the Board, noted that the Civil Service Exam for Motor Vehicle Clerk was scheduled for September.

Following an inquiry from Mr. Pitkin, Mrs. Vogel explained that if an eligible list for a Real Property Tax Services position were used to identify a potential candidate for the DMV, the appointment would be provisional until the exam for the specific position was offered.

Mr. Kenny announced that the County Clerk - Motor Vehicles Committee meeting was rescheduled for Wednesday, August 12, 2009 at 8:30 a.m. in the Board room.

As there was no further business to come before the County Clerk - Motor Vehicles Committee, Mr. Kenny adjourned the meeting at 1:44 p.m.

Respectfully Submitted,

Joanne Collins, Legislative Office Specialist