

A G E N D A
PERSONNEL COMMITTEE
DECEMBER 10, 2009

- 1) **Referral from the County Treasurer:**
Request to fill the vacant position of Senior Account Clerk, base salary of \$28,532, Grade 7, Employee No. 7730, due to retirement. The Notice of Intent to Fill Vacant Position is attached.

- 2) **Referral from the Criminal Justice Committee:**
Probation:
Amending the Table of Organization within the Probation Department as follows: Transfer Employee No. 8028 from A.3144-Probation Day Reporting to A.3140-Probation; Transfer Employee No. 9611 from A.3143-Probation-Pre-Trial to A.3144 Probation-Day Reporting; and Transfer Employee No. 10416 from A.3140 Probation to A.3143 Probation-Pre-Trial.

- 3) **Referral from the Human Services Committee:**
Youth Bureau:
Request for the Director of the Youth Bureau to continue employment with the County following retirement on a part-time basis, base salary of \$19 per hour not to exceed 19 hours per week.

- 4) **Referral from the Public Safety Committee:**
Sheriff & Communications:
Request to fill the vacant position of Correction Officer, base salary of \$32, 400, Employee No. 10725, due to resignation. The Notice of Intent to Fill Vacant Position is attached.

- 5) **Referrals from the Social Services Committee:**
 - A) Request to fill the vacant position of Intake Clerk, base salary of \$24,480, Grade 4, Employee No. 11368, due to resignation. The Notice of Intent to Fill Vacant Position is attached.

 - B) Request to fill the vacant position of Intake Clerk, base salary of \$24,480, Grade 4, Employee No. 11408, due to resignation. The Notice of Intent to Fill Vacant Position is attached.

 - C) Creating position of Director of Child Support Enforcement and Fraud, base salary of \$37,934, Grade 17, effective December 21, 2009 and deleting the position of Supervising Support Investigator, base salary of \$35,196, Grade 15; thereby amending the Department's table of Organization.

 - D) Request to fill the vacant position of Director of Child Support Enforcement and Fraud, base salary of \$37,934, Grade 17, due to creation. The Notice of Intent to Fill Vacant Position is attached.

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- E) Request to fill the vacant position of Social Welfare Examiner, base salary of \$29,199, Grade 8, Employee No. 1629, due to lateral transfer. The Notice of Intent to Fill Vacant Position is attached.
 - F) Request to fill the vacant position of Senior Account Clerk, base salary of \$28,041, Grade 7, Employee No. 11103, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - G) Request to fill the vacant position of Administrative Assistant, base salary of \$29,710, Grade 8, Employee No. 8496, due to creation of position. The Notice of Intent to Fill Vacant Position is attached.
 - H) Request to fill the vacant position of Case Supervisor Grade B, base salary of \$37,934, Grade 17, Employee No. 8259, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - I) Request to fill the vacant position of Senior Caseworker, base salary of \$35,169, Grade 15, Employee No. 9641, due to resignation. The Notice of Intent to Fill Vacant Position is attached.
 - J) Recommending Lisa Zulaf receive the Employee Suggestion Award of \$100 for her efforts to negotiate lower motel rates for Temporary Assistance recipients.
 - K) Requesting to change the job status description of the Deputy Commissioner position to either non-competitive or exempt so that they can serve at the will of the Commissioner.
- 6) **Referrals from the Support Services Committee:**
- Information Technology:**
- A) Decreasing the salary of the Director of Information Technology from the former base salary of \$78,963 to the current base salary of \$63,170; thereby amending the Department's Table of Organization. Please note: as per the County Attorney, an affirmative action resolution providing for health insurance coverage as special circumstance is needed.
- Administrative & Fiscal Services:**
- B) Request to fill the vacant position of Messenger, base salary of \$26,558, Grade 6, Employee No. 4055, due to retirement. The Notice of Intent to Fill Vacant Position is attached.
 - C) Request for Deputy Commissioner of Administrative & Fiscal Services to enroll in job related course entitled "Program Planning and Evaluation" at Empire State College, commencing January 19, 2010 and completing April 30, 2010, for a total cost of \$491.20.