

**Warren County Health Services
Health Services Committee Meeting
May 25, 2012
Information Submitted By: Patricia Auer, DPH/DPS**

Action Items/New Business

Request Referral to Personnel Committee:

For consideration and authorization to back fill a full time WIC Nutrition Aide position, Grade 6, starting salary \$27,496.

Rationale:

This position vacancy is due to a situation where the employee has been absent from the job for one year due to a non work related disability and is not able to return to her job. The position is 100% funded by the WIC Program Grant and, as are all the WIC employee positions, contingent upon grant funding. We have had a temporary employee in the position who has done well and is interested in the position. It must, however, be posted per the CSEA Contract, and the position will only be able to be filled provisionally until the test is given next spring. This has not been given in Warren County, per Kathy Barrie, the Personnel Officer, since 2003 so there is no list.

Pending Items

No information this month.

Information for Discussion

Emergency Response and Preparedness Activities
Please see **Attachment #1** for the monthly report.

Attachments:

#1 Emergency Response and Preparedness Monthly Report

BT ACTIVITY SHEET

GY 10X - 8/10/2011 - 8/9/2012

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Topic Color Codes

Red/Chempack; Green/SNS; Blue/Mass Fatality; Black/Training; Orange/Drill; Purple/Pan Flu

Date	Type	Subject/Comments	Attendees	Topic (i.e. Chempack, Drill, Mass Fatality, SNS, Training, Pan Flu,
5/3/12	Meeting	Washington County EPR Committee	Laura Saffer	
5/3/12	Meeting	CART	Laura Saffer	
5/4/12	Training	ServNY 101 - Refresher	Laura Saffer	
5/8/12	Meeting	BT Coordinators - Ballston Spa	Barb Orton, Laura Saffer	
5/14/12	Workshop	OES Hazard Analysis	Barb Orton	
5/16/12	Tabletop	Monthly GFH - Escape of patient from correctional facility	Laura Saffer	
5/22/12	Student		Laura Saffer	
5/24/12	Webinar/Conf Call	ClinOps - with Dr. Silvermail	Barb Orton, Laura Saffer	
5/29/12	Forum	Special Needs at 1 st Baptist Church/with student	Laura Saffer	
5/30/12	Tabletop	Chempack	Barb Orton et. al	Chempack

Attachment #1

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department Health Services Payroll Dept. No. A4013-110 wic regular full time salary

Title of Position wic program Annual Salary 27,490 Grade 6

Budget code and title A4013-110 Union Non-Union

This position is vacated due to: Retirement Resignation Termination Promotion Other

Employee No. 10245

Is this position mandated? Yes No Is the position reimbursable? Yes No

Source of reimbursement: Federal % State % Other 100 %

Impact to Budget:

Personnel Officer has approved this form when initialed. 

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee Health Services Date May 25, 2012

The Administrator has no objection to the filling of the vacancy.

The Administrator objects to the filling of the vacancy.

Administrator Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health Services Date May 25, 2012

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy.

Ranking Committee Member Signature 

PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date _____

The Personnel/Human Resources Committee has no objection to the filling of the vacancy.

The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature _____