

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY CLERK - MOTOR VEHICLES

DATE: AUGUST 6, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MCDEVITT
BEATY
BROCK

OTHERS PRESENT:

PAM VOGEL, COUNTY CLERK
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
SUPERVISORS TAYLOR
KENNY
FRASIER
JACKIE FIGUEROA, EXECUTIVE ASSISTANT TO THE HUMAN RESOURCES
DIRECTOR
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBERS ABSENT:

SUPERVISORS WOOD
VANSELOW

Mr. McDevitt called the meeting of the County Clerk - Motor Vehicles Committee to order at 9:51 a.m. and he noted that due to a lack of Committee member attendance, Chairman Geraghty would serve to make a quorum of the committee.

Motion was made by Chairman Geraghty, seconded by Mr. Beaty and carried unanimously to approve the minutes from the previous Committee meeting, subject to correction by the Clerk of the Board.

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

Commencing with her agenda review, Mrs. Vogel stated at the June 26, 2015 Committee meeting a number of personnel matters had been brought forward which included several Department of Motor Vehicle (DMV) positions which included five Motor Vehicle License Registration Clerks, a Senior Motor Vehicle Examiner and a Motor Vehicle Supervisor. She reminded the Committee that she had requested input regarding the DMV structure and to refer the matter to the Reallocation Committee. She said she had received support from the Reallocation Committee for the changes identified based on conversations about the responsibility, accountability and the complexity of the DMV. She explained the changes that had occurred at the DMV over the last few years which included the introduction of background checks, criminal history checks, typing test requirements added in 2006 and the changes in Commercial Driver's License (CDL) regulations in 2013. She advised a schedule outlining the grade changes proposed was included in the agenda packet.

Jackie Figueroa, Executive Assistant to the Human Resources Director, advised she had completed a salary study for the DMV positions in question which encompassed statistical information for positions across the State to determine where Warren County stood compared to other counties; she indicated that Warren County came in on the lower end of the survey in relation to the salaries paid for these positions. Mr. Beaty inquired which counties Warren County compared to and Ms. Figueroa responded Herkimer, Oswego, Tioga, Delaware, Genesee, Cortland, Washington, St. Lawrence, Ulster, Lewis and Saratoga. Paul Dusek, County Administrator, asked if the salaries paid in Washington County were higher than Warren County's and Ms. Figueroa responded affirmatively. Mr. Dusek noted Warren County's salaries rated between those represented for Washington and Saratoga Counties. He said when it was realized that Washington County's salaries were higher for the positions in question, it became clear that the restructure was possible. Mr. Beaty commented

that Saratoga County was four times the size of Warren County with many different variables that would result in higher pay.

Mrs. Vogel stated the Motor Vehicle License Registration Clerk, Senior Vehicle Examiner and DMV Supervisor positions all performed the same duties in terms of the baseline DMV responsibilities and transactions. She added the positions represented a self-contained structure within the DMV that could not be found elsewhere. She noted an employee could be promoted only with time served in the DMV. Mr. Beaty asked what the current grade was for the positions and what grade would they be advanced to and Mrs. Vogel answered the DMV Motor Vehicle Registration Clerks were currently Grade 6 and would be advanced to Grade 8. She discussed how the current grade needed to work and compare to the existing positions within that Grade. She informed the DMV Registration Clerk was Grade 6, which was the same level as the County's maintenance positions; however, she stated, in terms of accountability and responsibilities, there was no comparison between the two. She indicated the goal was to move these positions to a relevant grade that recognized the responsibilities and duties that went along with them. Mr. Beaty inquired what change transpired to bring about this reorganization and Mrs. Vogel answered in 2008 New York State increased the responsibility of issuing enhanced driver's licenses and added the requirement of a National and State criminal history background check for all DMV employees. She said in 2013 there was increased activity regarding CDL licenses, and in April 2015 all DMV employees were required to submit to an additional criminal history background check and comply with additional CDL changes. She continued she wanted position listings equal to the proper grade, salary and responsibilities. She indicated the changes brought before the Committee were prompted by a growing file of changes, responsibilities and the opportunity for reallocation, not for reclassification, but rather to get the positions in line with the proper grade.

Supervisor Brock entered the meeting at 9:58 a.m.

Mr. Dusek clarified the Reallocation Committee was created as part of the last collective bargaining agreement. He assured that both the Union and management agreed this was not intended to provide wholesale raises, but rather to correct grades in the schedules which were clearly demonstrated to be appropriate and that was the reason for a rigorous review. He expressed the reallocation had to go through the County Clerk- DMV Committee, the Board and a review with the Union, because Union wages were negotiated as part of a Union contract that took place every three to four years. He remarked the Reallocation Committee rarely met, and he pointed out their last meeting had been held in 2014 when they made adjustments to Department of Social Services positions. He stated it was carried out with a lot of studying and research for all concerned and he confirmed they were very careful to ensure this would not turn into an easy way to get raises. Mr. McDevitt reported he had never heard the word "reallocation" during his time on the Board which reinforced what Mr. Dusek stated, that it was unusual for this group to meet and did not happen often. Mr. Taylor commented he had served on the Reallocation Committee since its introduction two years ago and could attest that in those two years the Committee had only met twice. Mr. McDevitt informed reallocation was unusual, uncommon and tried to keep up with the issues and reality of the year 2015. Chairman Geraghty added this was a matter of fairness, since position changes needed to be reviewed for details missed during negotiations. Mr. Dusek indicated if the reallocation was approved, it would not take effect until January 1, 2016 and would be part of the 2016 Budget submitted in the fall.

Motion was made by Chairman Garaghty, seconded by Mr. Beaty and carried unanimously to amend the Table of Organization and Salary Schedule to include the grade changes requested for DMV staff, as approved by the Reallocation Committee, effective January 1, 2016 and refer the same to the Personnel Committee. *A copy of the recommendation of the reallocation for DMV is on file with the*

minutes.

Concluding with the agenda review Mrs. Vogel reported the vacant Historian position had been posted and the application deadline was August 14, 2015; she noted no action was needed from the Committee in regards to this position. She added there was also a vacant Recording Clerk position in her Department that would be posted shortly.

There being no further business to come before the County Clerk - Motor Vehicles Committee, on motion by Chairman Geraghty and seconded by Mr. Beaty, Mr. McDevitt adjourned the meeting at 10:14 a.m.

Respectfully submitted,
Molly Ganotes, Legislative Office Specialist