

Human Services Committee
Department of Employment and Training
AGENDA
July 24, 2015

Committee Members: *Edna A. Fraiser, Chair; Daniel J. Girard, Matthew D. Sokol, Evelyn Wood, Ron Vanselow, James Brock, Rachel E. Seeber*

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee meeting
- III. Action Agenda/New Business
 1. Request to Appoint or Reappoint Member of Committee, Board or Agency – Each of the nine persons listed below is presented for reappointment to a staggered three year term on the Saratoga-Warren-Washington Workforce Development Board.
Rationale: The Workforce Investment Act was replaced by the Workforce Investment and Opportunity Act (WIOA). Governing regulations require that Warren County affirm appointments to the new Workforce Development Board.
- IV. Referral/Pending Items
 1. No outstanding items
- V. Information for Discussion/Review
 1. Office space update – nothing to report
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments:

- | | |
|--------------------------------------------------------------|---------|
| 1. Resolution Request Form No. 1, Reappoint Lynn Achershhoek | Page 2 |
| 2. Resolution Request Form No. 1, Reappoint Peter Aust | Page 3 |
| 3. Resolution Request Form No. 1, Reappoint Vandra Dagles | Page 4 |
| 4. Resolution Request Form No. 1, Reappoint Scott Martel | Page 5 |
| 5. Resolution Request Form No. 1, Reappoint Mike Perez | Page 6 |
| 6. Resolution Request Form No. 1, Reappoint Tracey Riley | Page 7 |
| 7. Resolution Request Form No. 1, Reappoint John Wheatley | Page 8 |
| 8. Resolution Request Form No. 1, Reappoint Karen Winne | Page 9 |
| 9. Resolution Request Form No. 1, Reappoint Leza Wood | Page 10 |

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

**If more than one person is being appointed, please attach additional sheets*

DEPARTMENT NAME: Employment and Training Administration

DATE: July 24, 2015

- (a) Name of Appointee: Lynn Achershoeck
- (b) Is this a Reappointment? yes If so, please provide the Resolution No. which authorized the last appointment of this individual CA009 2014
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Partner Agency, Warren-Hamilton Community Action Agency
- (e) Address of Appointee: P.O. Box 968, 190 Maple Street, Glens Falls, NY 120801
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2017
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment & Training

DATE: July 24, 2015

- (a) Name of Appointee: Peter Aust
- (b) Is this a Reappointment? YES If so, please provide the Resolution No. which authorized the last appointment of this individual May 18, 2012
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Business Sector - Adirondack Regional Chamber of Commerce
- (e) Address of Appointee: 136 Glen Street, Glens Falls, NY 12801
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2018
- (i) Name of Person Being Replaced (if applicable): N/A
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment and Training Administration

DATE: July 24, 2015

- (a) Name of Appointee: Vandra C. Dagles
- (b) Is this a Reappointment? yes If so, please provide the Resolution No. which authorized the last appointment of this individual CA010 2013
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Business Sector Glens Falls National Bank and Trust Company
- (e) Address of Appointee: 250 Glen Street, Glens Falls, NY 12801
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2016
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment and Training Administration

DATE: July 24, 2015

- (a) Name of Appointee: Scott Martel
- (b) Is this a Reappointment? yes If so, please provide the Resolution No. which authorized the last appointment of this individual CA009 2014
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Local 773 Plumbers and Steamfitters
- (e) Address of Appointee: PO Box 1343, South Glens Falls, NY 12803
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2017
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment & Training

DATE: July 24, 2015

- (a) Name of Appointee: Mike Perez
- (b) Is this a Reappointment? YES If so, please provide the Resolution No. which authorized the last appointment of this individual May 18, 2012
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Business Sector Angiodynamics
- (e) Address of Appointee: 14 Plaza Drive, Latham, NY 12110
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2018
- (i) Name of Person Being Replaced (if applicable): N/A
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment & Training

DATE: July 24, 2015

- (a) Name of Appointee: Tracey Riley
- (b) Is this a Reappointment? YES If so, please provide the Resolution No. which authorized the last appointment of this individual June 17, 2011
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Business Sector - Finch Paper, LLC
- (e) Address of Appointee: One Glen Street, Glens Falls, NY 12801
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2018
- (i) Name of Person Being Replaced (if applicable): N/A
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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Request to Appoint or Reappoint Member of Committee, Board or Agency*

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DEPARTMENT NAME: Employment & Training

DATE: July 24, 2015

- (a) Name of Appointee: John Wheatley
- (b) Is this a Reappointment? YES If so, please provide the Resolution No. which authorized the last appointment of this individual May 18, 2012
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Economic Development - EDC Warren County
- (e) Address of Appointee: 234 Glen Street, Glens Falls NY 12801
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2018
- (i) Name of Person Being Replaced (if applicable): N/A
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment & Training

DATE: July 24, 2015

- (a) Name of Appointee: Karen Winne
- (b) Is this a Reappointment? YES If so, please provide the Resolution No. which authorized the last appointment of this individual CO08 2013
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title Business Sector Unicore Technical Materials
- (e) Address of Appointee: 9 Pruyn's Island Drive, Glens Falls, NY 12801
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Investment Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2016
- (i) Name of Person Being Replaced (if applicable): N/A
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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DEPARTMENT NAME: Employment and Training Administration

DATE: July 24, 2015

- (a) Name of Appointee: Leza Wood, Workforce and Professional Development Coordinator
- (b) Is this a Reappointment? YES If so, please provide the Resolution No. which authorized the last appointment of this individual CA008 2014
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title: Partner Agency - SUNY Adirondack
- (e) Address of Appointee: 640 Bay Road, Queensbury, NY 12804
- (f) Title of Appointment: Saratoga-Warren-Washington Counties Workforce Development Board
- (g) Effective Date of Appointment: August 21, 2015
- (h) Termination Date of Appointment: June 30, 2017
- (i) Name of Person Being Replaced (if applicable): not applicable
- (j) Reason for Replacement: The Workforce Investment Board is being replaced by the Workforce Development Board and all members are subject to reappointment.

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: OFA Payroll Dept. No.: 57.01 and 57.02

Title of Position: Supervisor of Volunteers Base Salary of Position: \$24,664 Grade: 2

Filling at Step # (If Known): 0 Request to Back Due to Promotion: Yes No

Budget code and title: A6773 110 Nutrition Prog Warren A6778 110 CSE Warren Union Non-Union

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

Employee No.: 11784 Is this position mandated? Yes No Is the position reimbursable? Yes No

Source of reimbursement: Federal 20% State 75% Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other *PCW*

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring.

Human Resources Director has approved this form when initialed. *NS*

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

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

The Administrator objects to the filling of the vacancy.

Administrator Signature *[Signature]*

Date 7/24/15

BUDGET OFFICER COMPLETES THIS SECTION

The Budget Officer has no objection to the filling of the vacancy.

The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature *Frank E Thomas*

Date 7/24/15

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Human Services

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

The committee objects to the filling of the vacancy.

In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.

In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature *Edna A. Harris*

Date 7/24/15