

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PERSONNEL & HIGHER EDUCATION

DATE: JULY 13, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SEEBER
FRASIER
MCDEVITT
BROCK
MONTESI
LEGGETT
BRAYMER
GERAGHTY

OTHERS PRESENT:

RONALD CONOVER, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISOR BEATY
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR
PATRICIA NENNINGER, PERSONNEL OFFICER
JASON CARUSONE, ACTING DISTRICT ATTORNEY
PAULETTE HAYES, ADMINISTRATIVE ASSISTANT TO THE DISTRICT ATTORNEY

COMMITTEE MEMBERS ABSENT:

SUPERVISORS VANSELOW
SIMPSON
HYDE

DON LEHMAN, *THE POST STAR*
THOM RANDALL, *ADIRONDACK JOURNAL*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the July 13, 2017 meeting of the Personnel & Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://warrencountyny.gov/gov/comm/Archive/2017/personnel/>

Supervisor Seeber called the meeting of the Personnel & Higher Education Committee to order at 10:22 a.m.

A motion was made by Mrs. Frasier and seconded by Mr. McDevitt to approve the minutes of the previous Committee meeting of the previous Committee meeting, subject to correction by the Clerk of the Board.

Mr. Leggett informed prior to approval there was what he perceived to be a typo for the application period for the Excelsior Scholarship which needed to be addressed. He stated the minutes referenced June 9th as the commencement date for the application process for the Excelsior Scholarship; however, he noted, he believed the correct date was July 9th. Ms. Seeber asked Amanda Allen, *Clerk of the Board*, whether she could look into this and make the appropriate change to the minutes and Mrs. Allen replied in the affirmative.

Ms. Seeber called the question and the motion to approve the minutes of the previous Committee meeting as outlined above was carried unanimously. *Note: Upon review of the audio for the June 29th Committee meeting it was determined that the date of June 9th referenced in the minutes was the correct date for when applications could be submitted.*

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing with the Agenda review, Ms. Seeber offered privilege of the floor to anyone present wishing to address the Committee on any matter. There being no response she announced the purpose of the meeting was to address the following referrals from the Criminal Justice/Public Safety Committee, *District Attorney*:

-
-
- 1A) Request to amend the Table of Organization and Salary Schedule to decrease the salary of the 2nd Assistant District Attorney from \$82,048 to \$75,000 effective July 31, 2017, as well as for authorization to fill same.

 - 1B) Request to amend the Table of Organization and Salary Schedule to decrease the salary of the 3rd Assistant District Attorney from \$80,981 to \$73,000 effective August 3, 2017, as well as for authorization to fill same.

 - 1C) Request to amend the Table of Organization and Salary Schedule to decrease the salary of the 4th Assistant District Attorney from \$68,250 to \$64,500 effective August 3, 2017, as well as for authorization to fill same.

 - 1D) Request to amend the Table of Organization and Salary Schedule to decrease the salary of the 5th Assistant District Attorney from \$58,256 to \$57,000 effective August 3, 2017, as well as for authorization to fill same.

 - 1E) Request to amend the Table of Organization and Salary Schedule to decrease the salary of the 6th Assistant District Attorney from \$54,910 to \$51,500 effective August 3, 2017, as well as for authorization to fill same.

 - 1F) Request to amend the Table of Organization and Salary Schedule to decrease the salary of the Secretary to the District Attorney from \$52,089 to \$49,000 effective August 3, 2017, as well as for authorization to fill same.

 - 1G) Request to amend the Table of Organization and Salary Schedule to reclassify the position of Senior Typist, *Grade 4, Annual Salary \$34,270*, to Office Specialist, *Grade 7, Annual Salary \$39,875*, and eliminate the Drug Court Stipend of \$5,150, effective August 3, 2017.

 - 1H) Request to establish an on-call wage allowance for on-call weekend/holiday arraignments in the amount of \$250 per day.

Motion was made by Ms. Braymer, seconded by Mr. Montesi and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Ms. Seeber noted Agenda Item V consisted of a listing of vacancies approved for filling by other Committees since the last Personnel & Higher Education Committee meeting, which included the following:

District Attorney- 7th Assistant District Attorney, *Annual Salary \$49,500*, due to promotion.

There being no further business to come before the Personnel & Higher Education Committee, on motion made by Mr. Montesi and seconded by Mrs. Frasier, Ms. Seeber adjourned the meeting at 10:25a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board