

PERSONNEL AND HIGHER EDUCATION COMMITTEE

AGENDA

NOVEMBER 29, 2018

Committee Members: Geraghty, Frasier, McDevitt, Leggett, Braymer, Simpson, Hyde, Diamond, Loeb, Merlino and Sokol

- I. Committee meeting called to order by Chairman.
- II. Motion to approve minutes of prior Committee meetings.
- III. Privilege of the floor

- IV. **Action Agenda**
 - 1) **SUNY Adirondack representatives to provide an update on the College.**
 - 2) **Items/Requests to be Discussed by the Human Resources Director and/or Personnel Officer:**

Human Resources-

 - A) Review of report on tracking of vacancies filled.
 - B) Request to fill the vacant position of HR Clerk (24 hours/week), *Base Annual Salary \$19,200 (15.3846/hr)*, due to creation effective January 1, 2019.
 - 3) **Request/Item to be Discussed by the County Treasurer:**
 - A) Request to authorize enrollment in job-related courses: Monica Stark, *Junior Accountant*, to enroll in Auditing at SUNY Plattsburg. Course begins January 28, 2019; Cost: \$1,000. If this request is approved, Ms. Stark will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
 - B) Request to authorize enrollment in job-related courses: Monica Stark, *Junior Accountant*, to enroll in Money and Banking at SUNY Plattsburg. Course begins January 7, 2019; Cost: \$1,000. If this request is approved, Ms. Stark will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.

- V. **Pending Items:** None.

- VI. **Vacancies Approved for Filling by Oversight Committee:**
 - Buildings and Grounds-** Senior Custodian, *Grade 10, Base Annual Salary \$37,633*, due to resignation.
 - Health Services-** Children with Special Needs Program Manager, *Grade 21, Base Annual Salary \$50,816*, due to promotion.
Office Specialist, *Grade 7, Base Annual Salary \$33,600*.
Public Health Program Manager, *Grade 21, Base Annual Salary \$50,816*.
Public Health Program Coordinator, *Grade 18, Base Annual Salary \$49,492*.
WIC Nutrition Facilitator- Part-Time, *Grade 16, Base Annual Salary \$43,390 (up to 20 hrs)*.
Quality Assurance Evaluator #3-PD, *Annual Salary Up to \$2,000/\$100/Unit*.
Quality Assurance Evaluator #2-PD, *Annual Salary \$100/Unit*.
Quality Assurance Evaluator #1-PD, *Annual Salary \$100/Unit*.
Community Health Nurse #20- Part-Time, *Grade 20, Base Annual Salary \$49,557/Prorated*, due to retirement.
Public Health Nurse #35, *Grade 21, Base Annual Salary \$50,816*, due to retirement.
Public Health Nurse #22, *Grade 21, Base Annual Salary \$50,816*.
Registered Professional Nurse #11, *Grade 19, Base Annual Salary \$47,523*.
 - Public Works -** MEO (L) #3, *Grade 7, Base Annual Salary \$32,749*, due to resignation.
Highway Construction Supervisor #1, *Grade 12, Base Annual Salary \$37,835*, due to promotion.

INTENT TO FILL VACANT POSITIONS

Personnel Cmte. Date	Department	Position Title	Incumbent	Reason for Vacancy (RT= Retired, RS= resigned, PR= promotion, O= Other)	Incumbent Salary	Salary Approved	Date Filled	Hire	Salary Hired	Approved vs. Hired	Incumbent vs. Hired
2/1/2018	Board of Elections	Deputy Commissioner Elections #1 (1138)	Haves	RS	\$ 46,782.00	\$ 46,782.00	2/21/2018	ComEAU	\$ 46,782.00	\$ -	\$ -
2/1/2018	Purchasing	Purchasing Assistant (2276)	Parker	RS	\$ 32,421.00	\$ 32,749.00	2/26/2018	Brownell	\$ 32,749.00	\$ -	\$ 328.00
2/1/2018	Health Services	RPN (CHN #31) (1597)	Getz	RT	\$ 60,128.00	\$ 46,318.00	4/30/2018	Hoerter	\$ 46,882.00	\$ (564)	\$ (13,246.00)
2/1/2018	Health Services	WIC Nutrition Facilitator (2410)	Samascot	RS	\$ 21,145.00	\$ 21,145.00	7/31/2018	Shah	\$ 21,145.00	\$ -	\$ -
2/1/2018	Mental Health/ OCS	Mental Health Program Analyst (1623)	Wright	RS	\$ 52,530.00	\$ 54,053.00	5/21/2018	Wright	\$ 54,053.00	\$ -	\$ 1,523.00
2/1/2018	DSS	Social Welfare Examiner #22 (1732)	Savage	RT	\$ 43,506.00	\$ 34,102.00	5/14/2018	Oswald	\$ 39,885.00	\$ (5,783)	\$ (3,621.00)
2/1/2018	DSS	Social Welfare Examiner #23 (1734)	Humphreys	RT	\$ 43,006.00	\$ 34,102.00	5/14/2018	Costine	\$ 34,666.00	\$ (564)	\$ (8,340.00)
2/1/2018	DSS	Social Welfare Examiner #25 (1731)	Kelly	RT	\$ 43,506.00	\$ 34,102.00	5/14/2018	Connell	\$ 34,666.00	\$ (564)	\$ (8,840.00)
2/1/2018	DSS	Social Welfare Examiner #32 (1711)	Giard	RS	\$ 35,510.00	\$ 34,102.00	5/14/2018	Barbarino	\$ 39,885.00	\$ (5,783)	\$ 4,375.00
2/1/2018	DSS	Caseworker #10 (1667)	Johnson	RT	\$ 51,800.00	\$ 42,290.00	3/19/2018	Rowell	\$ 42,290.00	\$ -	\$ (9,510.00)
2/1/2018	Civil Service	Principal Personnel Clerk (2439)	Folger	RS	\$ 43,218.00	\$ 43,218.00	3/12/2018	Tlorkinska-Serc	\$ 43,218.00	\$ -	\$ -
2/1/2018	Sheriff	Communication Officer # 4 (1420)	Combs	RS	\$ 54,899.00	\$ 39,595.95	2/19/2018	Keane	\$ 39,595.95	\$ -	\$ (15,303.05)
3/1/2018	DPW	Conf. Assist. to Superintendent of Public Works (Tlorkinska- Scroggins)	Barney	RS	\$ 44,872.00	\$ 44,872.00	3/21/2018	Wolfe	\$ 44,872.00	\$ -	\$ -
3/1/2018	Public Health	Nurse Technician #3 (1529)	Botelho	RT	\$ 46,854.00	\$ 36,259.00	3/19/2018	Patton	\$ 37,256.00	\$ (997)	\$ (9,598.00)
3/1/2018	County Attorney	2nd Assistant County Attorney (2442)	Coon	RS	\$ 50,000.00	\$ 60,567.00	8/13/2018	Dickey	\$ 60,567.00	\$ -	\$ 10,567.00
3/1/2018	Tourism	Assistant Tourism Coordinator (1907)	Coon	RS	\$ 42,840.00	\$ 44,082.00	5/14/2018	Tackett	\$ 44,082.00	\$ -	\$ 1,242.00
3/8/2018	DPW	Senior Engineering Technician (2321)	Dowd	RS	\$ 38,398.00	\$ 37,835.00	5/23/2018	Lamy	\$ 37,835.00	\$ -	\$ (563.00)
3/8/2018	Countyside	Institutional Aide #16 (2512)	Olden	RS	\$ 27,880.00	\$ 27,316.00	4/2/2018	Olden	\$ 28,359.00	\$ (1,043)	\$ 479.00
3/8/2018	Countyside	Cleaner (1881)	Olden	PR	\$ 27,306.00	\$ 26,743.00	3/29/2018	Marijanovic	\$ 26,743.00	\$ -	\$ (563.00)
3/8/2018	Health Services	Director Public Health/Patient Services (1591)	Auer	RT	\$ 101,829.00	\$ 95,000.00	4/2/2018	Jones	\$ 95,000.00	\$ -	\$ (6,829.00)
3/29/2018	Health Services	WIC Coordinator Nutritionist (1577)	Roth	RT	\$ 51,934.69	\$ 51,934.69	6/25/2018	Hettel	\$ 51,934.69	\$ -	\$ -
3/29/2018	Health Services	WIC Assistant (1582)	Hunt	RS	\$ 30,311.00	\$ 29,747.00	6/5/2015	Stockwell	\$ 29,747.00	\$ -	\$ (564.00)
3/29/2018	Health Services	RPN #1 (1528)	Sullivan	RS	\$ 45,627.00	\$ 46,318.00	5/7/2018	Monroe	\$ 46,882.00	\$ (564)	\$ 1,255.00
3/29/2018	Health Services	RPN #39 (2379)	Dwyer	RS	\$ 44,320.00	\$ 46,318.00	9/17/2018	Alliman	\$ 53,973.00	\$ (7,655)	\$ 9,653.00
3/29/2018	DPW	Airport Manager (1182)	Dubarry	RS	\$ 72,661.00	\$ 80,000.00	7/2/2018	DeGraw	\$ 80,000.00	\$ -	\$ 7,339.00
3/29/2018	DPW	MEO Medium #3 (1253)	Johnson	O	\$ 37,107.00	\$ 35,296.00	5/7/2018	Smith	\$ 37,746.00	\$ (2,450)	\$ 639.00
3/29/2018	DPW	Superintendent of Public Works (1146)	Tennyson	RS	\$ 109,598.00	\$ 109,598.00	4/23/2018	Hajos	\$ 105,000.00	\$ 4,598	\$ (4,598.00)
3/29/2018	DSS	Caseworker #18 (1678)	Depew	RS	\$ 49,327.00	\$ 42,290.00	4/16/2018	Hoerter	\$ 44,348.00	\$ (2,058)	\$ (4,979.00)
3/29/2018	Probation	Probation Officer Trainee #2 (1311)	Clynes	RT	\$ 58,378.00	\$ 42,290.00	4/9/2018	Mallory	\$ 42,290.00	\$ -	\$ (16,088.00)
3/29/2018	Sheriff	Patrol Officer #19 (1338)	Hill	RT	\$ 67,981.00	\$ 40,300.00	5/9/2018	Breyer	\$ 52,919.00	\$ (12,529)	\$ (15,062.00)
5/3/2018	Planning	Construction Cost Coordinator (Part Time)	Fitzgerald	RT	\$ 26,781.00	\$ 26,781.00	4/23/2018	Fitzgerald	\$ 26,781.00	\$ -	\$ -
5/3/2018	Health Services	PHN #16 (1564)	Brynes	PR	\$ 50,958.00	\$ 49,528.00	7/18/2018	Howe	\$ 50,958.00	\$ (1,430)	\$ -
5/3/2018	Health Services	CHN #11 (1589)	Muessig	RT	\$ 58,628.00	\$ 46,318.00	4/23/2018	McAvey	\$ 56,260.00	\$ (9,942)	\$ (2,368.00)
5/3/2018	Health Services	CHN #22 (1542)	Rodriguez	RT	\$ 61,280.00	\$ 46,318.00	vacant				
5/3/2018	Health Services	PHN #10 (1607)	Belden	PR	\$ 61,460.00	\$ 49,528.00	8/6/2018	Arnold	\$ 52,737.00	\$ (3,209)	\$ (8,723.00)
5/3/2018	DSS	Caseworker #31 (1677)	Seaner	RS	\$ 42,290.00	\$ 42,290.00	7/9/2018	Huestis	\$ 42,290.00	\$ -	\$ -
5/3/2018	DSS	Supervisor Case B #3 (1647)	Hanchett	PR	\$ 58,628.00	\$ 48,301.00	5/7/2018	Taylor	\$ 59,128.00	\$ -	\$ -
5/3/2018	DSS	Senior Account Clerk (1703)	Volkmann-Lagoy	RT	\$ 41,971.00	\$ 32,749.00	7/10/2018	Cronin	\$ 32,749.00	\$ -	\$ (9,222.00)
5/3/2018	DSS	Social Welfare Examiner #3 (1714)	Holmes	PR	\$ 34,909.00	\$ 34,102.00	5/14/2018	Brown	\$ 35,869.00	\$ (1,767)	\$ 960.00
5/3/2018	DSS	Intake Clerk (HEAP) (1754)	Connell	PR	\$ 29,153.00	\$ 28,589.00	5/14/2018	Luzzi	\$ 28,589.00	\$ -	\$ (564.00)
5/3/2018	DSS	Medicaid Clerk #1 (1707)	Barbarino	PR	\$ 31,901.00	\$ 29,747.00	5/14/2018	Metzke	\$ 29,747.00	\$ -	\$ (2,154.00)
5/3/2018	DSS	Intake Clerk #4 (1736)	Oswald	PR	\$ 33,529.00	\$ 28,589.00	5/14/2018	Czerniawski	\$ 28,589.00	\$ -	\$ (4,940.00)
5/3/2018	DSS	Intake Clerk #7 (2406)	Costine	PR	\$ 29,153.00	\$ 28,589.00	5/14/2018	Heid	\$ 33,529.00	\$ (4,940)	\$ 4,376.00
5/3/2018	County Administrator	Assistant to the County Administrator (2110)	McKinstry	RT	\$ 68,288.00	\$ 72,342.00	8/7/2018	DeLorenzo	\$ 72,342.00	\$ -	\$ 4,054.00
5/3/2018	DPW	Janitor #3	Heid	RS	\$ 33,529.00	\$ 28,589.00	11/12/2018	Heid	\$ 36,251.00	\$ (7,662)	\$ 2,722.00
5/3/2018	Health Services	Infant Feeding Advocate (PT)	Graham	RS	\$ 27,316.00	\$ 27,316.00	9/10/2018	Langworthy	\$ 27,316.00	\$ -	\$ -
5/3/2018	Health Services	RPN (CHN#15- 1536)	Stewart	RT	\$ 60,128.00	\$ 46,318.00	vacant				
5/31/2018	Health Services	PHN #8 (1546)	Arnold	PR	\$ 52,737.00	\$ 49,528.00	8/20/2018	McAvey	\$ 60,622.00	\$ (11,094)	\$ 7,885.00

5/31/2018	Probation	Senior Account Clerk (1307)	Maday	RT	\$ 41,917.00	\$ 32,749.00	7/2/2018	Clarke	\$ 32,749.00	\$ -	\$ (9,168.00)
5/31/2018	Public Defender	APD #3	Besson	RS	\$ 58,653.00	\$ 58,653.00	6/11/2018	Pucciarrelli	\$ 58,653.00	\$ -	\$ -
5/31/2018	Public Defender	APD #7	Pucciarrelli	PR	\$ 53,925.00	\$ 53,925.00	6/11/2018	Leahy	\$ 53,925.00	\$ -	\$ -
5/31/2018	Public Defender	APD #6	Leahy	PR	\$ 48,878.00	\$ 48,878.00	7/12/2018	Bates	\$ 48,878.00	\$ -	\$ -
5/31/2018	DPW	MEO Light #27 (2256)	Smith	PR	\$ 35,062.00	\$ 32,749.00	9/4/2018	Bolton	\$ 42,471.00	\$ (9,722)	\$ 7,409.00
5/31/2018	Sheriff	Patrol Officer # 44 (1356)	DeCristofaro	RS	\$ 52,919.00	\$ 40,390.00	6/1/2018	Riehl II	\$ 40,390.00	\$ -	\$ (12,529.00)
5/31/2018	Sheriff	Patrol Officer #45 (1352)	Ogden	RS	\$ 63,256.00	\$ 40,390.00	5/10/2018	Smith	\$ 45,869.00	\$ (5,479)	\$ (17,387.00)
5/31/2018	DSS	Secretary	Brown	PR	\$ 30,662.00	\$ 28,589.00	8/20/2018	Quagliana	\$ 28,589.00	\$ -	\$ (2,073.00)
5/31/2018	DSS	Support Investigator #4 (1746)	Livingston	PR	\$ 43,006.00	\$ 34,102.00	vacant				
5/31/2018	DSS	Senior Caseworker #3 (1681)	Taylor	PR	\$ 55,735.00	\$ 45,313.00	6/11/2018	Montanye	\$ 52,813.00	\$ (7,500)	\$ (2,922.00)
5/31/2018	DSS	Caseworker #23 (1672)	Montanye	PR	\$ 50,609.00	\$ 42,290.00	8/30/2018	Campbell	\$ 42,290.00	\$ -	\$ (8,319.00)
5/31/2018	Treasurer	Accountant (1082)	Cummings	RS	\$ 70,477.00	\$ 70,477.00	6/4/2018	Donohue	\$ 70,477.00	\$ -	\$ -
5/31/2018	Treasurer	Junior Accountant (1092)	Donohue	PR	\$ 55,839.00	\$ 55,839.00	6/4/2018	Stark	\$ 55,839.00	\$ -	\$ -
5/31/2018	Treasurer	Senior Account Clerk (1086)	Stark	PR	\$ 33,886.00	\$ 32,749.00	7/23/2018	Brownell	\$ 32,749.00	\$ -	\$ (1,137.00)
6/26/2018	DPW	Building Maintenance Worker #2 (2142)	Johnson	RS	\$ 32,676.00	\$ 31,017.00	7/2/2018	Woodard	\$ 31,017.00	\$ -	\$ (1,659.00)
6/26/2018	County Attorney	Secretary to County Attorney (1130)	Stady	RS	\$ 45,084.00	\$ 45,084.00	9/10/2018	Turcotte	\$ 45,084.00	\$ -	\$ -
8/2/2018	Public Defender	APD #5 (1078)	Williams	RS	\$ 56,595.00	\$ 56,595.00	7/9/2018	Gregor	\$ 56,595.00	\$ -	\$ -
8/2/2018	Health Services	Public Health Liaison-part time (1619)	Oxford	PR	\$ 19,649.00	\$ 19,649.00	vacant				
8/2/2018	Health Services	RPN #37 (1543)	Hove	PR	\$ 47,695.00	\$ 46,318.00	vacant				
8/2/2018	Probation	Probation Officer Trainee #1 (2384)	Copeland	RS	\$ 42,290.00	\$ 42,290.00	10/29/2018	Callahan	\$ 42,290.00	\$ -	\$ -
8/2/2018	Probation	Probation Officer Trainee #4	Woodell	PR	\$ 49,538.00	\$ 42,290.00	11/26/2018	Carrow	\$ 42,290.00	\$ -	\$ (7,248.00)
8/2/2018	Probation	Senior Probation Officer #3 (1300)	Byrne	RT	\$ 60,628.00	\$ 48,301.00	10/20/2018	Lane	\$ 51,444.00	\$ (3,143)	\$ (9,184.00)
8/30/2018	DPW/ Airport	Airport Maintenance Worker #4 (1179)	Sumner	PR	\$ 40,683.00	\$ 34,102.00	9/24/20108	Combs	\$ 35,262.00	\$ (1,160)	\$ (5,421.00)
8/30/2018	DPW	Senior Engineering Technician (2321)	Lamy	PR	\$ 37,835.00	\$ 37,835.00	11/1/2018	Meixner	\$ 37,835.00	\$ -	\$ -
8/30/2018	Sheriff	Patrol Officer #41 (1395)	Hurlburt	RS	\$ 52,919.00	\$ 40,390.00	9/11/2018	Kolomietis	\$ 52,919.00	\$ (12,529)	\$ -
8/30/2018	DSS	Caseworker #9 (1653)	Curtis	RS	\$ 42,290.00	\$ 42,290.00	vacant				
10/4/2018	DPW	Building Maintenance Worker #6 (2138)	Masion	PR	\$ 40,003.00	\$ 31,017.00	10/29/2018	Ruland	\$ 31,017.00	\$ -	\$ (8,986.00)
10/4/2018	Fire Prev. & Blndng Codes	Fire Prev. & Bldg. Code Enf. Officer (2163)	Pagano	RS	\$ 22,151.50	\$ 22,151.50	vacant				
10/4/2018	Health Services	RPN/ CHN #11 (1589)	McAvey	PR	\$ 57,760.00	\$ 46,318.00	vacant				
10/4/2018	OFA	Meal Site Cook #7 (1953)	Cook-Keller	RS	\$ 27,306.00	\$ 26,743.00	vacant				
10/4/2018	Probation	Probation Officer Trainee TBD	Moynihan	RT	\$ 56,878.00	\$ 42,290.00	vacant				
10/4/2018	DPW/ Buildings & Grounds	Highway Construction Supervisor II #1 (1232)	Bolton	OT	\$ 56,735.00	\$ 45,313.00	10/29/2018	Ross	\$ 55,735.00	\$ (10,422)	\$ (1,000.00)
11/1/2018	County Clerk DMV	Cleaner # 12 (2410)	Clayberger	RS	\$ 34,102.00	\$ 34,102.00	vacant				
11/1/2018	County Clerk DMV	Motor Vehicle Lic/ Reg Clerk #10 (1117)	Catallo	RS	\$ 34,665.00	\$ 34,102.00	10/29/2018	LoVerde	\$ 31,024.00	\$ 3,078	\$ (3,641.00)
11/1/2018	County Clerk DMV	Motor Vehicle Lic/ Reg Clerk- PT (2377)	LoVerde	OT	\$ 34,102.00	\$ 34,102.00	vacant				
11/1/2018	Planning	Office Specialist- PT	n/a	OT	\$ 32,749.00	\$ 32,749.00	11/5/2018	Martin	\$ 32,749.00	\$ -	\$ -
11/1/2018	DPW	Building Maintenance Worker # 11	Quillan	RS	\$ 31,017.00	\$ 31,017.00	11/19/2018	Shaughnessy	\$ 31,017.00	\$ -	\$ -
11/1/2018	DPW	MEO Medium #4 (1254)	Combs	OT	\$ 36,479.00	\$ 35,296.00	11/19/2018	Toll	\$ 35,861.00	\$ (565)	\$ (618.00)
11/1/2018	DPW	MEO Medium #24 (2209)	Esser	OT	\$ 36,479.00	\$ 35,296.00	11/19/2018	Russell	\$ 35,861.00	\$ (565)	\$ (618.00)
									TOTALS:	\$ (125,955)	\$ (167,902.05)

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: Human Resources Payroll Dept. No: 17.01/A.1435
Title of Position: HR Clerk (24 hours/week) Base Salary of Position: \$19,200 (\$15.3846/hr) Grade:
Filling at Step # (If Known):
Budget code and title: A.1435 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other creation
Employee No./Last Name: Date of Vacancy: 1/1/19
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State % Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (hiring would be provisional) Non-Competitive Other
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. 1/2/18

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 Date

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 Date

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee

- 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 Date

RESOLUTION REQUEST FORM NO. 19
Application for Approval to Enroll in Job-Related Courses by Employee

1. Name: Monica I Stark
2. Position: Junior Accountant 3. Department: Treasurer
 (attach job description)
4. Course Title: Auditing
5. Institution or School: SUNY Plattsburgh
6. Please explain how this course relates to your current position (attach course description):
 These courses are required in order to receive my bachelors in accounting degree. They help me improve my knowledge with regards to my daily job duties as a junior accountant.
7. Starting Date: January 28,2019 8. Completion Date: May 17,2019
9. Cost (attach documentation): \$ 1,000.00
10. Employee Signature: Monica Stark Date: 10/30/18
11. Supervisor Comments (Approve/Deny)
 Supervisor Signature: M. [Signature] Date: 10/30/18
12. Department Head Comments (Approve/Deny) Is funding in the department budget? (Yes/No)
 Department Head Signature: [Signature] Date: 10/30/18
13. Human Resources Comments (Approve/Deny)
 Human Resources Signature: [Signature] Date: 10/31/18
14. Committee Recommendation (Approve/Deny)
 Committee Chair Signature: [Signature] Date: 11/29/18

If approved by Committee, and resolution approving the course is adopted by the Board of Supervisors, candidate may enroll and be eligible for up to 50% reimbursement for costs in number 9 above. Employee must complete the course with at least a grade of C, its equivalent, or better. Employee then submits a Tuition Reimbursement Voucher with receipts verifying costs as listed and a copy of their final grade.

Student Schedule

701307996 Monica Stark
Spring 2019
Oct 30, 2018 09:57 am

Total Credit Hours: 6.000

CRN	Course Number	Title	Reg. Stat	Credits	Grade Mode	Date Range	Days	Time	Location	Assigned Instructor
4498	ACC 402 WB1	Auditing	RW	3.000	Standard Letter	Jan 28, 2019 - May 17, 2019		TBA	Web Course (WEB)	Samy Garas
4500	ACC 404 WB1	Income Tax II	RW	3.000	Standard Letter	Jan 28, 2019 - May 17, 2019		TBA	Web Course (WEB)	Dean A. Steria
4611	BUS 489 F	Business Exit Exam	RW	0.000	Standard Letter	Mar 08, 2019 - Mar 08, 2019	F	4:00 pm - 7:00 pm	TBA	Kameliia P. Petrova

RELEASE: 7.6S1

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Spring 2019
Oct 30, 2018

Catalog Entries

 Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

ACC 402 - Auditing

Course consists of two major sections: a comprehensive conceptual understanding of the nature and purpose of auditing; the logical extension of the concepts to specific areas. Prerequisite(s): ACC302, ECO260, and ACC306 or POI. Semester(s)

Offered: Spring.

3.000 Credit hours

3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture, Lecture/Web Hybrid, Web

All Sections for this Course

Business and Economics Division

Accounting (Academic) Department

Course Attributes:

Upper Division Requirement

[Return to Previous](#)

[New Search](#)

[XML Extract](#)

RELEASE: 8.7.2

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Tuition & Fees

Here are estimates of what a student's undergraduate and graduate tuition and fees will be each semester.

Some students may have an orientation fee, an application fee, an advanced placement fee, and/or certain course fees that aren't shown here.

Additional points to keep in mind include:

- A full-time student for tuition and fee purposes is enrolled in at least 12 credit hours each semester.
- An academic year consists of fall and spring semesters. Winter and summer terms are in addition to annual amounts shown here.
- Tuition and fee information provided below do not include any financial aid. Most students at SUNY Plattsburgh receive financial aid.
- Out-of-state students for tuition purposes may be eligible for the in-state tuition rate. Out-of-state students who are enrolled in online programs or are enrolled entirely in online courses may be eligible for a discounted online tuition rate. [Read more.](#)
- Tuition and fees may be subject to change after publication, including tuition and fee increases due to currency exchange rate fluctuations for study abroad programs.

TUITION AND FEES FOR 2018-2019

Undergraduate, U.S. Students

In-State Students Living On Campus at Plattsburgh

Fee	In-State Cost
Undergraduate Tuition	\$3,435.00
Mandatory Fees	\$804.50
Optional Fees	\$150.00
Housing & Meals	\$6,380.00
Total per Semester	\$10,769.50
Total for Fall & Spring	\$21,539.00

Out-of-State Students Living On Campus at Plattsburgh

Fee	Out-of-State Cost
Undergraduate Tuition	\$8,325.00
Mandatory Fees	\$804.50
Optional Fees	\$150.00
Housing & Meals	\$6,380.00
Total per Semester	\$15,659.50

Fee	Out-of-State Cost
Total per Semester	\$12,279.50
Total for Fall & Spring	\$24,559.00

In-State Graduate Students Living Off Campus at Queensbury

Fee	In-State Cost
Graduate Tuition	\$5,545.00
Mandatory Fees	\$267.50
Optional Fees	\$55.00
Total per Semester	\$5,867.50
Total for Fall & Spring	\$11,735.00

Out-of-State Graduate Students Living Off Campus at Queensbury

Fee	Out-of-State Cost
Graduate Tuition	\$11,325.00
Mandatory Fees	\$267.50
Optional Fees	\$55.00
Total per Semester	\$11,647.50
Total for Fall & Spring	\$23,295.00

Tuition Rates per Credit Hour (Part-Time)

Undergraduate

Type	Cost
In-State	\$286 × 3 = 858 + textbook
Out-of-State (Standard)	\$694
Out-of-State (Online)	\$343

Graduate

Fee	Cost
In-State	\$462
Out-of-State (Standard)	\$944
Out-of-State (Online)	\$555

Online Programs

Undergraduate

In-State Undergraduate Students

Fee	In-State Cost
Undergraduate Tuition	\$3,435.00

RESOLUTION REQUEST FORM NO. 19
Application for Approval to Enroll in Job-Related Courses by Employee

1. Name: Monica I Stark
2. Position: Junior Accountant 3. Department: Treasurer
 (attach job description)
4. Course Title: Money and Banking
5. Institution or School: SUNY Plattsburgh
6. Please explain how this course relates to your current position (attach course description):
 These courses are required in order to receive my bachelors in accounting degree. They help me improve my knowledge with regards to my daily job duties as a junior accountant.
7. Starting Date: January 7,2019 8. Completion Date: January 25,2019
9. Cost (attach documentation): \$ 1,000.00
10. Employee Signature: Monica Stark Date: 10/30/18
11. Supervisor Comments (Approve/Deny)
 Supervisor Signature: [Signature] Date: 10/30/18
12. Department Head Comments (Approve/Deny) Is funding in the department budget? (Yes/No)
 Department Head Signature: [Signature] Date: 10/30/18
13. Human Resources Comments (Approve/Deny)
 Human Resources Signature: [Signature] Date: 10/31/18
14. Committee Recommendation (Approve/Deny)
 Committee Chair Signature: [Signature] Date: 11/29/18

If approved by Committee, and resolution approving the course is adopted by the Board of Supervisors, candidate may enroll and be eligible for up to 50% reimbursement for costs in number 9 above. Employee must complete the course with at least a grade of C, its equivalent, or better. Employee then submits a Tuition Reimbursement Voucher with receipts verifying costs as listed and a copy of their final grade.

Student Schedule

701307996 Monica Stark
Winter 2019
Oct 30, 2018 09:58 am

Total Credit Hours: 3.000

CRN	Course Number	Title	Reg. Stat	Credits	Grade Mode	Date Range	Days	Time	Location	Assigned Instructor
1033	FIN 390 WB1	Money and Banking	RW	3.000	Standard Letter	Jan 07, 2019 - Jan 25, 2019		TBA	Web Course (WEB)	Dhimitri Qirjo

RELEASE: 7.6S1

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Winter 2019
Oct 30, 2018

Catalog Entries

Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

FIN 390 - Money and Banking

Evolution of monetary institutions, including the Federal Reserve system, the commercial banking structure and financial intermediaries. Theoretical analysis involving creation of money and its effects on prices, interest rates, and incomes. Additional analysis directed toward international finance. Liberal Arts Prerequisite(s): ECO101 or ECO111. Semester(s) Offered: Fall.
3.000 Credit hours
3.000 Lecture hours

Levels: Undergraduate

Schedule Types: Lecture, Lecture/Web Hybrid, Web

Business and Economics Division
Economics and Finance Department

Course Attributes:

Liberal Arts, Upper Division Requirement

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[XML Extract](#)

RELEASE: 8.7.2

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Tuition & Fees

Here are estimates of what a student's undergraduate and graduate tuition and fees will be each semester.

Some students may have an orientation fee, an application fee, an advanced placement fee, and/or certain course fees that aren't shown here.

Additional points to keep in mind include:

- A full-time student for tuition and fee purposes is enrolled in at least 12 credit hours each semester.
- An academic year consists of fall and spring semesters. Winter and summer terms are in addition to annual amounts shown here.
- Tuition and fee information provided below do not include any financial aid. Most students at SUNY Plattsburgh receive financial aid.
- Out-of-state students for tuition purposes may be eligible for the in-state tuition rate. Out-of-state students who are enrolled in online programs or are enrolled entirely in online courses may be eligible for a discounted online tuition rate. [Read more.](#)
- Tuition and fees may be subject to change after publication, including tuition and fee increases due to currency exchange rate fluctuations for study abroad programs.

TUITION AND FEES FOR 2018-2019

Undergraduate, U.S. Students

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Out-of-State Students Living On Campus at Plattsburgh

Fee	Out-of-State Cost
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Mandatory Fees	\$804.50
Optional Fees	\$150.00
Housing & Meals	\$6,380.00
Total per Semester	\$15,659.50

Fee ^c	Out-of-State Cost
Total per Semester	\$12,279.50
Total for Fall & Spring	\$24,559.00

In-State Graduate Students Living Off Campus at Queensbury

Fee	In-State Cost
Graduate Tuition	\$5,545.00
Mandatory Fees	\$267.50
Optional Fees	\$55.00
Total per Semester	\$5,867.50
Total for Fall & Spring	\$11,735.00

Out-of-State Graduate Students Living Off Campus at Queensbury

Fee	Out-of-State Cost
Graduate Tuition	\$11,325.00
Mandatory Fees	\$267.50
Optional Fees	\$55.00
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Total for Fall & Spring	\$23,295.00

Tuition Rates per Credit Hour (Part-Time)

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Graduate

Fee	Cost
In-State	\$462
Out-of-State (Standard)	\$944
Out-of-State (Online)	\$555

Online Programs

Undergraduate

In-State Undergraduate Students

Fee	In-State Cost
Undergraduate Tuition	\$3,435.00

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: Public Works (Buildings + Grounds) Payroll Dept. No: 19.10
Title of Position: Senior Custodian Base Salary of Position: \$36,680 \$37,103 (2019) Grade: 10
Filling at Step # (If Known):
Budget code and title: A.1620 Senior Custodian Union [X] Non-Union []
This position is vacated due to: [X] Retirement [] Resignation [] Termination [] Promotion [] Other []
Employee No./Last Name: 10654 Barbara French Date of Vacancy: 01/16/2018
Is this position mandated? [] Yes [X] No Is the position reimbursable? [] Yes [X] No
Source of reimbursement: [] Federal [] State [] Other []

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[X] Competitive-active eligible list [] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other []
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. [Signature] 11/13/18
Human Resources Director has approved this form when initialed. [Signature] 11/14/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/14/18

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 11/16/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee County Facilities
[X] 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 [Signature] Date 11/20/18

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: 37.03
Title of Position: Children With Special Needs Program Manager Base Salary of Position: \$50,816 Grade: 21
Filling at Step # (If Known): 10 (\$61, 519)
Budget code and title: A.4054.0060.110; Early Intervention- Full Time Salaries Union [x] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [x] Promotion [] Other
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? [] Yes [x] No Is the position reimbursable? [x] Yes [] No
Source of reimbursement: [] Federal [x] State caseload 39 % [x] Other Partially % & EI Admin Grant & DSS billing

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [x] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. 11/19/18
Human Resources Director has approved this form when initialed. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[x] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[x] 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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services
[x] 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. Frasier Date 11/20/18

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: 36.05
Title of Position: Office Specialist Base Salary of Position: \$33,600 Grade: 7
Filling at Step # (If Known): 15 (\$42, 536)
Budget code and title: A.4018.110; Preventive Program Full Time Salaries Union [X] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [] Promotion [X] Other
Employee No./Last Name: Reinstatement / New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? [] Yes [X] No Is the position reimbursable? [X] Yes [] No
Source of reimbursement: [] Federal [] % [X] State 36 [] Other [] %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[X] Competitive-active eligible list [] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 [Signature] Date 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social Services
[X] 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 [Signature] Date 11/20/18

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: 36.05
Title of Position: Public Health Program Manager Base Salary of Position: \$50,816 Grade: 21
Filling at Step # (If Known): \$51,702 (Budgeted)
Budget code and title: A. 4018.110; Preventive Program Full Time Salaries Union [X] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [] Promotion [X] Other
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? [] Yes [X] No Is the position reimbursable? [X] Yes [] No
Source of reimbursement: [] Federal [] % [X] State 36 [] Other [] %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [X] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social Services
[X] 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. Trause Date 11/20/18

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: 36.03
Title of Position: Public Health Program Coordinator Base Salary of Position: \$46,492 Grade: 18
Filling at Step # (If Known):
Budget code and title: A.4018.0040.110; Health education Full Time Salaries Union [X] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [] Promotion [X] Other
Employee No./Last Name: TBD Date of Vacancy: Anticipated January 1, 2019
Is this position mandated? [] Yes [X] No Is the position reimbursable? [X] Yes [] No
Source of reimbursement: [] Federal [] State 36 [] Other

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [X] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 [Signature] Date 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services

[X] 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 [Signature] Date 11/20/18

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: 36.01
Title of Position: WIC Nutrition Facilitator- Part Time Base Salary of Position: \$43,390 (Up to 20 hrs) Grade: 16
Filling at Step # (If Known):
Budget code and title: A.4013.130/ WIC Part Time Salaries Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: T B D Date of Vacancy: Anticipated January 1, 2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal 100 % State 100 % Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (hiring would be provisional) Non-Competitive Other
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. 11/19/18

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 11/19/18

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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social 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. Fauri Date 11/20/18

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: 36.00
Title of Position: Quality Assurance Evaluator #3- PD Base Salary of Position: Up to \$2000/\$100/Unit Grade: N/A
Filling at Step # (If Known):
Budget code and title: A.4010.130; Health Services Part Time Salaries Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State % Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (hiring would be provisional) Non-Competitive Other
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. 11/19/18 11/19/18

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 11/19/18

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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social 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 Eric A. Gamier Date 11/20/18

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: 36.00
Title of Position: Quality Assurance Evaluator #2- PD Base Salary of Position: \$100/Unit Grade: N/A
Filling at Step # (If Known):
Budget code and title: A.4010.130; Health Services Part Time Salaries Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal State Other

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (hiring would be provisional) Non-Competitive Other
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 initiated.

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 Date 11/19/18

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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social 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 Date 11/20/18

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: 36.00
Title of Position: Quality Assurance Evaluator #1- PD Base Salary of Position: \$100/Unit Grade: N/A
Filling at Step # (If Known):
Budget code and title: A.4010.130; Health Services Part Time Salaries Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal State Other

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

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

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 11/19/18

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 [Signature] Date 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social 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 [Signature] Date 11/20/18

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: 36.07
Title of Position: Community Health Nurse #20- Part Time Base Salary of Position: \$49,557 /Prorated Grade: 20
Filling at Step # (If Known):
Budget code and title: A.4018.0030.130/ Disease Program Part Time Salaries Union [x] Non-Union []
This position is vacated due to: [x] Retirement [] Resignation [] Termination [] Promotion [] Other []
Employee No./Last Name: #7794/ Kane Date of Vacancy: 9/28/18
Is this position mandated? [] Yes [x] No Is the position reimbursable? [x] Yes [] No
Source of reimbursement: [] Federal [] % [x] State 36 [] % [] Other [] %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [x] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. [Signature] 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[x] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[x] 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 C. Thomas Date 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social Services
[x] 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. Frasei Date 11/20/18

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: 36.00
Title of Position: Public Health Nurse #35 Base Salary of Position: \$50,816 Grade: 21
Filling at Step # (If Known):
Budget code and title: A.4010.110/ Health Services Full Time Salaries Union [x] Non-Union []
This position is vacated due to: [x] Retirement [] Resignation [] Termination [] Promotion [] Other []
Employee No./Last Name: #13119/ Hauser Date of Vacancy: 12/21/18
Is this position mandated? [] Yes [x] No Is the position reimbursable? [x] Yes [] No
Source of reimbursement: [] Federal [] State [x] Other Insurance % Variable depending on caseload

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [x] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[x] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[x] 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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services
[x] 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. Garcia Date 11/20/18

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: 36.00
Title of Position: Public Health Nurse #22 Base Salary of Position: \$50,816 Grade: 21
Filling at Step # (If Known):
Budget code and title: A.4010.110; Health Services Full Time Salaries Union [checked] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [] Promotion [] Other [checked]
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? [] Yes [checked] No Is the position reimbursable? [checked] Yes [] No
Source of reimbursement: [] Federal [] State [checked] Other Insurance Reimb % Variable based on caseload

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [checked] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[checked] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[checked] 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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human & Social Services
[checked] 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. Trasei Date 11/20/18

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: 36.00
Title of Position: Registered Professional Nurse #11 Base Salary of Position: \$47,523 Grade: 19
Filling at Step # (If Known):
Budget code and title: A.4010.110; Health Services Full Time Salaries Union [X] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [] Promotion [X] Other
Employee No./Last Name: New Position for January 2019 Date of Vacancy: January 1, 2019
Is this position mandated? [] Yes [X] No Is the position reimbursable? [X] Yes [] No
Source of reimbursement: [] Federal [] State [X] Other Insurance Reimb % Variable based on caseload

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [] Competitive-no list (hiring would be provisional) [X] Non-Competitive [] Other
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. 11/19/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[X] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/19/18

BUDGET OFFICER COMPLETES THIS SECTION

[X] 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 11/20/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Health, Human + Social Services
[X] 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. Fraser Date 11/20/18

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: Public Works Payroll Dept. No: 19.63
 Title of Position: MEO (L) #3 Base Salary of Position: \$32,749 Grade: 7
 Filling at Step # (If Known): _____
 Budget code and title: D.5110 MEO (L) #3 Union Non-Union
 This position is vacated due to: Retirement Resignation Termination Promotion Other _____
 Employee No./Last Name: #13130 Hanaburgh Date of Vacancy: 11/15/2018
 Is this position mandated? Yes No Is the position reimbursable? Yes No
 Source of reimbursement: Federal _____% State _____% Other _____%

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____
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. *RCW 11/14/18*
 Human Resources Director has approved this form when initialed. *11/14/18*

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 11/14/18

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 *[Signature]* Date 11/16/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works

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 *[Signature]* Date 11/19/18

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: Public Works Payroll Dept. No: 19.63
Title of Position: Highway Construction Supervisor #1 Base Salary of Position: \$37,835 Grade: 12
Filling at Step # (If Known):
Budget code and title: D.5110 Highway Const. Supervisor #1 Union [checked] Non-Union []
This position is vacated due to: [] Retirement [] Resignation [] Termination [checked] Promotion [] Other
Employee No./Last Name: #10570 Steven Ross Date of Vacancy: October 29, 2018
Is this position mandated? [] Yes [checked] No Is the position reimbursable? [] Yes [checked] No
Source of reimbursement: [] Federal [] State [] Other

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[] Competitive-active eligible list [checked] Competitive-no list (hiring would be provisional) [] Non-Competitive [] Other
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. [Signature] 11/14/18

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

[checked] The Administrator has no objection to the filling of the vacancy.
[] The Administrator objects to the filling of the vacancy.
Administrator Signature [Signature] Date 11/14/18

BUDGET OFFICER COMPLETES THIS SECTION

[checked] 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 [Signature] Date 11/16/18

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Public Works
[checked] 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 [Signature] Date 11/19/18