

PERSONNEL AND HIGHER EDUCATION COMMITTEE

AGENDA

MAY 2, 2019

**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.

**Personnel Officer-**  
B) Request to authorize a new contract with Standard Medical Services for Medical Exams for Warren County Patrol Officer and Glens Falls Police Officer candidates.
  - 3) **Referrals from the Health, Human & Social Services Committee, Health Services:**
    - A) Request to authorize enrollment in job-related course: Jignasha Shah, *Public Health Program Coordinator*, to enroll in Anatomy and Physiology II at Hudson Valley Community College. Course begins May 20, 2019; Cost: \$955. If this request is approved, Ms. Shah 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 course: Jignasha Shah, *Public Health Program Coordinator*, to enroll in EPI Principles of Public Health (Course 1 of 6 for Certificate Program) at SUNY Albany School of Public Health. Course begins May 28, 2019; Cost: \$1,500. If this request is approved, Ms. Shah will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
    - C) Request to authorize enrollment in job-related course: Laura Monroe, *Registered Professional Nurse*, to enroll in IHP420-R54098 Ethical and Legal Considerations at Southern New Hampshire University-Online. Course begins May 6, 2019; Cost: \$960. If this request is approved, Ms. Monroe will be due reimbursement of 50% of course costs upon completion with a grade of "C" or better.
  - 4) **Requests/Items to be discussed by the County Administrator:**
    - A) Discussion regarding the District Attorney Salary Increases.
    - B) Request to amend the Departmental Table of Organization and Salary Schedule within the Sheriff's Office to create and fill the new positions of:
      1. Senior Building Maintenance Mechanic/Auto Mech #1, *Annual Salary \$58,586.21*
      2. Building Maintenance Mechanic #1, *Annual Salary \$47,302.07*
      3. Building Maintenance Mechanic PT Temporary, *Annual Salary \$47,302.07 (5/1/19-12/31/19)*and delete the positions of Senior Building Maintenance Mechanic and Building Maintenance Mechanic/Auto Mechanic #1 effective May 1, 2019, as well as to ratify the actions of the County Administrator in authorizing same prior to the May 17, 2019 Board Meeting.
  
- V. **Pending Items:** None.
  
- VI. **Vacancies Approved for Filling by Oversight Committee:**

|                            |                                                                                                                                                                    |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>County Clerk/DMV-</b>   | Motor Vehicle Lic Clerk PT, <i>Grade 8, Base Annual Salary \$34,988 (16.82 hr)</i> , due to resignation.                                                           |
| <b>Public Defender-</b>    | 5 <sup>th</sup> Assistant Public Defender, <i>Annual Salary \$63,066</i> , due to resignation.                                                                     |
| <b>Veterans' Services-</b> | Program Coordinator Peer-to-Peer Support Services (temporary, part-time), <i>Grade 16, Base Annual Salary \$21,684, up to 20 hours per week</i> , due to creation. |

2019 - INTENT TO FILL VACANT POSITIONS

| Personnel Cncte./ Approval Date | Department                   | Position Title                                 | Incumbent    | Reason for Vacancy* | Incumbent Salary | Salary Approved | Date Filled | Hire         | Salary Hired | Approved vs. Hired | Incumbent vs. Hired |
|---------------------------------|------------------------------|------------------------------------------------|--------------|---------------------|------------------|-----------------|-------------|--------------|--------------|--------------------|---------------------|
| 1/1/2019                        | HR                           | HR Clerk (24 hours/ week)                      | N/A          | N                   | N/A              | \$ 19,200.00    | 1/7/2019    | Williams     | \$ 19,200.00 | \$ -               | \$ -                |
| 1/1/2019                        | Health Services              | Children w/ Special Needs Program Mgr.         | N/A          | N                   | N/A              | \$ 50,816.00    | 1/1/2019    | Mastrrianni  | \$ 61,519.00 | \$ 10,703.00       | \$ -                |
| 1/1/2019                        | Health Services              | Office Specialist                              | N/A          | N                   | N/A              | \$ 33,600.00    | 1/1/2019    | Caldwell     | \$ 42,536.00 | \$ 8,936.00        | \$ -                |
| 1/1/2019                        | Health Services              | Public Health Program Manager                  | N/A          | N                   | N/A              | \$ 51,816.00    | 1/7/2019    | Oxford       | \$ 51,394.00 | \$ (422.00)        | \$ -                |
| 1/1/2019                        | Health Services              | RPN #11 (2548)                                 | N/A          | N                   | N/A              | \$ 47,523.00    | 2/4/2019    | Maxwell      | \$ 48,935.00 | \$ 1,412.00        | \$ -                |
| 1/1/2019                        | Health Services              | PHN #22 (2549)                                 | N/A          | N                   | N/A              | \$ 50,816.00    | vacant      |              |              |                    |                     |
| 1/1/2019                        | Health Services              | Quality Assurance Evaluator #1- PD             | N/A          | N                   | N/A              | \$100/ unit     | vacant      |              |              |                    |                     |
| 1/1/2019                        | Health Services              | Quality Assurance Evaluator #2- PD             | N/A          | N                   | N/A              | \$100/ unit     | vacant      |              |              |                    |                     |
| 1/1/2019                        | Health Services              | Quality Assurance Evaluator #3- PD             | N/A          | N                   | N/A              | \$100/ unit     | vacant      |              |              |                    |                     |
| 1/1/2019                        | Fire Prev. & Bldg. Code Enf. | Fire Prev. & Bldg. Code Enf. Officer #6 (2163) | N/A          | N                   | N/A              | \$ 45,455.00    | 1/7/2019    | Bollinger    | \$ 45,455.00 | \$ -               | \$ -                |
| 1/1/2019                        | Health Services              | Public Health Program Coordinator              | Oxford       | PR                  | \$ 47,071.00     | \$ 46,492.00    | 1/14/2019   | Shah         | \$ 46,492.00 | \$ -               | \$ (579.00)         |
| 1/1/2019                        | Health Services              | WIC Nutrition Facilitator- PT                  | Shah         | PR                  | \$ 21,145.00     | \$ 21,695.00    | 3/4/2019    | Martin       | \$ 21,695.00 | \$ -               | \$ 550.00           |
| 1/31/2019                       | Countryside                  | Account Clerk #3 PT (2197)                     | Chilson      | RS                  | \$ 28,588.00     | \$ 29,333.00    | vacant      |              |              |                    |                     |
| 1/31/2019                       | Countryside                  | Senior Aide #1 (2394)                          | Durkin       | RT                  | \$ 44,036.00     | \$ 33,600.00    | 4/22/2019   | Hall         | \$ 44,036.00 | \$ 10,436.00       | \$ -                |
| 1/31/2019                       | County Clerk/DMV             | MV License/Registration Clerk #10 (1117)       | LoVerde      | O                   | \$ 34,101.00     | \$ 34,988.00    | 3/25/2019   | Bruno        | \$ 34,988.00 | \$ -               | \$ 887.00           |
| 1/31/2019                       | District Attorney            | 5th Assistant DA (1062)                        | Shkolnik     | RS                  | \$ 60,178.00     | \$ 60,178.00    | 2/16/2019   | McCarty      | \$ 60,178.00 | \$ -               | \$ -                |
| 1/31/2019                       | District Attorney            | 6th Assistant DA (1063)                        | McCarty      | PR                  | \$ 54,371.00     | \$ 54,371.00    | 2/16/2019   | Goldstein    | \$ 54,371.00 | \$ -               | \$ -                |
| 1/31/2019                       | District Attorney            | 7th Assistant DA (2421)                        | Goldstein    | PR                  | \$ 52,260.00     | \$ 52,260.00    | vacant      |              |              |                    |                     |
| 1/31/2019                       | Office for the Aging         | Meal Site Cook #10 (1944)                      | Freeburn     | RS                  | \$ 25,612.00     | \$ 27,438.00    | 2/25/2019   | Allen        | \$ 27,438.00 | \$ -               | \$ 1,826.00         |
| 1/31/2019                       | Office for the Aging         | Food Service Manager (1929)                    | Lapasinskias | RS                  | \$ 26,392.00     | \$ 25,666.00    | 1/28/2019   | Peters-Dasht | \$ 25,666.00 | \$ -               | \$ (726.00)         |
| 1/31/2019                       | Public Works - Parks Rec RR  | Building Maintenance Worker #11 (1193)         | Shaughnessy  | PR                  | \$ 33,600.00     | \$ 33,600.00    | 3/18/2019   | Rumble       | \$ 33,600.00 | \$ -               | \$ -                |
| 1/31/2019                       | Public Works                 | MEO (L) #2(1262)                               | Toll         | PR                  | \$ 33,312.00     | \$ 33,600.00    | 3/4/2019    | Figura       | \$ 33,600.00 | \$ -               | \$ 288.00           |
| 1/31/2019                       | Public Works                 | MEO (L) #28 (2320)                             | Russell      | PR                  | \$ 33,312.00     | \$ 33,600.00    | vacant      |              |              |                    |                     |
| 1/31/2019                       | Social Services              | Medicaid Clerk #3 (2071)                       | Murray       | PR                  | \$ 34,862.00     | \$ 30,520.00    | 3/11/2019   | Murray       | \$ 35,769.00 | \$ 5,249.00        | \$ 907.00           |
| 1/31/2019                       | Social Services              | Intake Clerk #7 (2406)                         | Heid         | O                   | \$ 36,251.00     | \$ 29,333.00    | 4/1/2019    | Licari       | \$ 28,605.00 | \$ (728.00)        | \$ (7,646.00)       |
| 1/31/2019                       | Social Services              | Caseworker #32 (1661)                          | Berry        | PR                  | \$ 50,609.00     | \$ 43,390.00    | 4/15/2019   | Norton       | \$ 43,390.00 | \$ -               | \$ (7,219.00)       |
| 1/31/2019                       | Treasurer                    | Principal Account Clerk #4 (2566)              | N/A          | O                   | N/A              | \$ 37,633.00    | 2/18/2019   | Nieves       | \$ 37,633.00 | \$ -               | \$ -                |
| 3/1/2019                        | Health Services              | RPN #39 (2379)                                 | Altman       | O                   | \$ 53,973.00     | \$ 47,523.00    | 4/15/2019   | Steady       | \$ 47,523.00 | \$ -               | \$ (6,450.00)       |
| 3/1/2019                        | Health Services              | Public Health Liaison - PT (24hr/wk) (1619)    | Oxford       | PR                  | \$15.75/hr       | \$ 20,160.00    | 3/25/2019   | Potter       | \$ 20,160.00 | \$ -               | \$ -                |
| 3/1/2019                        | Health Services              | Assistant Director Public Health (1598)        | Jones        | PR                  | \$ 80,891.00     | \$ 80,891.00    | 4/1/2019    | Belden       | \$ 80,891.00 | \$ -               | \$ -                |
| 3/1/2019                        | Parks, Recreation & Railroad | Environmental Education Administrator (1198)   | Sproy        | RT                  | \$ 58,338.00     | \$ 50,000.00    | vacant      |              |              |                    |                     |
| 3/1/2019                        | Social Services              | Social Services Investigator #2 (1758)         | Wildey       | RS                  | \$ 44,656.00     | \$ 38,225.00    | 3/11/2019   | McKinney     | \$ 44,656.00 | \$ 6,431.00        | \$ -                |
| 3/1/2019                        | Social Services              | Account Clerk - Temporary (2570)               | N/A          | O                   | N/A              | \$ 29,333.00    | 3/21/2019   | Sady         | \$ 29,333.00 | \$ -               | \$ -                |
| 3/1/2019                        | Social Services              | Case Manager (2569)                            | N/A          | O                   | N/A              | \$ 40,954.00    | vacant      |              |              |                    |                     |
| 3/1/2019                        | Sheriff                      | Patrol Officer #34 (1384)                      | Wittenberg   | PR                  | \$ 67,981.00     | \$ 40,390.00    | 2/28/2019   | Long         | \$ 52,919.00 | \$ 12,529.00       | \$ (15,062.00)      |
| 3/1/2019                        | Sheriff                      | Investigator #1 (1378)                         | Hatin        | RT                  | \$ 74,181.00     | \$ 69,456.00    | 2/28/2019   | Wittenberg   | \$ 74,181.00 | \$ 4,725.00        | \$ -                |
| 3/1/2019                        | Civil Service                | Civil Service Specialist (2567)                | N/A          | O                   | N/A              | \$ 43,500.00    | 4/15/2019   | Casey        | \$ 43,500.00 | \$ -               | \$ -                |
| 3/1/2019                        | Civil Service                | Civil Service Assistant (2568)                 | N/A          | O                   | N/A              | \$ 40,000.00    | 3/18/2019   | Jernigan     | \$ 40,000.00 | \$ -               | \$ -                |
| 4/5/2019                        | Buildings & Grounds          | Janitor #3 (2139)                              | Heid         | PR                  | \$ 37,194.00     | \$ 29,333.00    | vacant      |              |              |                    |                     |
| 4/5/2019                        | Buildings & Grounds          | Cleaner #11 (2264)                             | Hilton       | PR                  | \$ 32,215.00     | \$ 27,438.00    | vacant      |              |              |                    |                     |
| 4/5/2019                        | County Attorney              | Legal Assistant #2 (1129)                      | Morgan       | O                   | \$ 48,016.00     | \$ 45,000.00    | 5/1/2019    | Calo         | \$ 45,000.00 | \$ -               | \$ (3,016.00)       |
| 4/5/2019                        | Countryside                  | Institutional Aide Per Diem (2525)             | Martindale   | RS                  | \$ 28,026.00     | \$ 28,026.00    | 4/8/2019    | Hall         | \$ 28,026.00 | \$ -               | \$ -                |
| 4/5/2019                        | Countryside                  | Institutional Aide #12 (1870)                  | Moon         | RT                  | \$ 37,710.00     | \$ 28,026.00    | 4/1/2019    | Durkin       | \$ 28,026.00 | \$ -               | \$ -                |
| 4/5/2019                        | Countryside                  | Food Service Helper per diem (2126)            | Durkin       | PR                  | \$ 27,438.00     | \$ 27,438.00    | vacant      |              |              |                    |                     |

\* (RT= Retired, RS= resigned, PR= promotion, O= Other, N= New)

|                |                 |                                         |           |    |              |              |           |             |                     |                       |               |
|----------------|-----------------|-----------------------------------------|-----------|----|--------------|--------------|-----------|-------------|---------------------|-----------------------|---------------|
| 4/5/2019       | Health Services | RPN #37 (13295)                         | Smith     | RS | \$ 55,376.00 | \$ 47,523.00 | 4/15/2019 | Brouillette | \$ 47,523.00        | \$ -                  | \$ (7,853.00) |
| 4/5/2019       | Health Services | RPN #31 (1597)                          | Hoerter   | RS | \$ 48,101.00 | \$ 47,523.00 | vacant    |             |                     |                       |               |
| 4/5/2019       | Planning        | Junior Planner (2483)                   | N/A       | N  | N/A          | \$ 38,818.00 | 4/1/2019  | Beck        | \$ 38,818.00        | \$ -                  |               |
| 4/5/2019       | Public Works    | Senior Account Clerk (1207)             | Binder    | RS | \$ 39,324.00 | \$ 37,633.00 | vacant    |             |                     |                       |               |
| 4/5/2019       | Public Works    | HEO #14 (2186)                          | Ross      | PR | \$ 45,434.00 | \$ 37,633.00 | vacant    |             |                     |                       |               |
| 4/5/2019       | Social Services | Asst. SS Attorney- Part Time (20 hours) | DeStefano | RS | \$ 37,741.00 | \$ 34,260.00 | vacant    |             |                     |                       |               |
| 4/5/2019       | Social Services | Social Welfare Examiner #17 (1722)      | Snowball  | PR | \$ 40,922.00 | \$ 34,988.00 | vacant    |             |                     |                       |               |
| 4/5/2019       | Social Services | Social Welfare Examiner #43 (2167)      | McKinney  | PR | \$ 40,922.00 | \$ 34,988.00 | vacant    |             |                     |                       |               |
| <b>TOTALS:</b> |                 |                                         |           |    |              |              |           |             | <b>\$ 59,271.00</b> | <b>\$ (44,093.00)</b> |               |

\* (RT)= Retired, RS= resigned, PR= promotion, O= Other, N= New

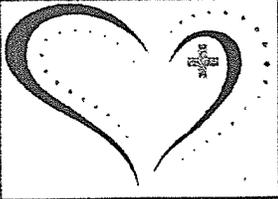
**RESOLUTION REQUEST FORM NO. 3****Request for New Contract**DEPARTMENT NAME: **Department of Civil Service Administration**

## DATE:

- (a) Is this a Result of a Bid or Request for Proposal? **No- Medical Services**
- (b) Purpose of Contract: **Medical Exams for WC Patrol Officer and GF Police Officer candidates**
- (c) Name of Contractor: **Standard Medical Services**
- (d) Address of Contractor: **68 Quaker Road Queensbury, New York**
- (e) Contractor's Contact Person and Telephone Number: **Merrie Lynn Towle  
518-744-6560**
- (f) Has or will the Contract be provided, if so, please attach: **See attachment**
- (g) Commencement Date of Contract: **5/17/19**
- (h) Termination Date of Contract: **60 Days Notice**
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed **contracted services (attached)**
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **per services provided**)
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: **A.1430.435****

Sample: A.1010 470 Legislative Board – Contract Sxx.xx  
 Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx

\*as listed in budget and LOGOS



# Standard Medical Services

&



# Mountain Medical Services

*"Servicing all your occupational health needs."*

## Our Mission:

Standard Medical Services and Mountain Medical Services believes in a personalized service. We strive to help you with all your occupational health needs. Being well-versed in all aspects of DOT regulations, as well as OSHA requirements, we can provide you with customized policies for your employees and tailor our services to meet your needs.

## Physicals/Examinations:

- On-site Physical Exams
- DOT / CDL Physicals
- 19A Bus Driver Physicals
- Firefighter Physical Exams
- Respirator Fit Testing
- OSHA Compliant Respirator Exams
- Hearing Evaluations
- Hazmat Physicals

## Our Services:

- On-site Testing
- DOT Compliant Testing
- Instant Drug Test Results
- Web-Based Drug Testing
- E-Screen Instant Drug Testing
- Drug Collection Only
- Hair Follicle Testing
- Breath, Saliva & Alcohol Testing
- On Staff Medical Review Officer (MRO)
- Customer Service Support 24/7, 365 Days

## Additional Services:

- Vaccinations
- Immunization Titers
- Bloodborne Pathogen Training
- Specialized Blood Testing
- Hazmat Blood Testing
- DOT / Non-DOT Employee Policies
- Reasonable Suspicion Supervisor Training
- Employer Training

## Locations:

Queensbury, NY 12804  
68 Quaker Road  
Phone: (518) 744-6560  
Fax: (518) 514-1407

Lake Placid, NY 12946  
1927 Saranac Lake Ave  
Phone: (518) 523-7575  
Fax: (518) 523-7577

Saranac Lake, NY 12983  
354 Broadway  
Phone: (518) 897-1000  
Fax: (518) 897-2128

Malone, NY 12953  
3372 State RT 11  
Suite H-Cedar Commons  
Phone: (518) 521-3322  
Fax: (518) 521-3464

Massena, NY 13622  
2 Hospital Drive  
Phone: (315) 705-0700  
Fax: (315) 705-0800



### Contractual Agreement

This agreement is made between Standard Medical Testing Services, a division of Mountain Medical Services, located at 68 Quaker Road, Queensbury, NY 12804 and with Warren Co Civil Service having an address a 1340 State Route 9, Lake George, NY 12846

This agreement shall be in effect from January 1, 2019 - Dec 31, 2019.

The responsibilities and obligations and liabilities shall survive the term of this agreement.

This agreement may be cancelled by either party after sixty days of written notification.

Both parties to this agreement are independent contractors, and nothing contained herein shall be construed to place the parties in the relationship of partners, joint venture, principal-agent or employer-employee, and neither party shall have the power to obligate or bind the other whatsoever beyond the terms of this agreement.

Standard Medical Testing Services, a division of Mountain Medical Services, will be compensated for its services as follows:

|                                                     |          |
|-----------------------------------------------------|----------|
| Audiogram                                           | \$25.00  |
| Chest X Ray, 1 View                                 | \$60.00  |
| X Ray Interpretation                                | \$25.00  |
| Ekg                                                 | \$55.00  |
| Physical Exam Complete, includes urine dip & Vision | \$100.00 |
| PPD                                                 | \$35.00  |
| Urine Drug Screens. 10 Panel                        | \$45.00  |

In addition, should there be after hours, post accident testing; there shall be a flat rate fee of \$120.00 per hour with a minimum two hour charge. Also there will be a mileage charge of 56.5 cents per mile applied.

The fee for split specimen re-testing of positive specimens (including shipping, lab fees and chain of custody) shall be the actual cost of said testing. The MRO review and time will be \$100.00

Payment of invoices is expected within 60 days of receipt of invoice payable to Mountain Medical Services, PO BOX 13395, Belfast Maine, 04915.. A late fee/interest fee of 1.5% monthly will be applied to outstanding invoices over 60 days old. We accept payment Online at [www.quickpayportal.com](http://www.quickpayportal.com). Code is on Invoice.

Standard Medical Testing Services a division of Mountain Medical Services attests that it will keep all information obtained from Warren County Civil Service for the purpose of testing confidential unless otherwise required to disclose said information by applicable law, regulation, or subsequent agreement.

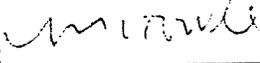
The provisions of the Agreement shall be construed, interpreted and governed by the substantive laws of the state of New York, including all matters of construction, validity and performance.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as of the day and year executed below:

Standard Medical Testing Services  
Merrie Lynn Towle, BSN

Mountain Medical Services  
Dr. Michael P. M. Pond, MD

Warren County Civil Service

Name:   
Title: Director of Occupational Medicine  
Date: 2/18/17

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Please execute this agreement, retain the original, and forward a duplicate to Standard Medical Testing Services at PO Box 2424 Glens Falls, NY 12801

**Standard Medical Testing Services**  
A division of Mountain Medical  
Merrie Lynn Towle, BSN  
68 Quaker Avenue  
Queensbury, NY 12804  
518-744-6560  
fax: 518-744-1407  
[www.standardmedicalservices.com](http://www.standardmedicalservices.com)  
[standardmedicalservices@gmail.com](mailto:standardmedicalservices@gmail.com)

**Mountain Medical Services**  
  
Michael Pond, MD/MRO  
1927 Saranac Avenue  
Lake Placid, NY 12945  
518-523-7575  
FAX: 518-523-7577  
[www.mountainmedical.net](http://www.mountainmedical.net)

354 Broadway, Saranac Lake, NY 12983  
2 Hospital Drive, Massena, NY 13662  
3372 St. Rte. 11, Suite H, Malone, NY 12953



68 Quaker Road  
Queensbury, NY 12804  
518-744-6560 F) 514-1407

1927 Saranac Ave, Suite 100  
Lake Placid, NY 12946  
518-523-7575 x236 F) 523-7577

[standardmedicalservices@gmail.com](mailto:standardmedicalservices@gmail.com)

Working for a company that is alcohol and drug-free has a lot of advantages for employers and employees. Employers who maintain alcohol and drug-free workplaces do more than just protect their business assets, they contribute to the improved safety, health and well-being of their workforce. Employees benefit from knowing that a drug-free workplace applies not only to them, but to all their co-workers and managers on whom their safety and security depends.

We are Standard Medical Services and we can provide you with a full range of workplace testing services, including all DOT mandated testing programs.

Whether your company is large or small, our trademark is giving you personalized service tailored to meet your individual needs. We have developed policies and assisted in developing programs for many different entities, each with their own specific focus.

Our 27 years experience can help your company reduce the costs associated with substance abuse problems. We specialize in mobile testing in order to help keep your costs down. We will come to your location, secure the collection area and conduct the testing in a confidential manner. Our drug testing company is also a secure and comfortable collection site that allows for confidential drug and alcohol testing. All staff - Management, Collectors and Breath-Alcohol Technicians - meet all the training and certification requirements of the Department of Transportation.

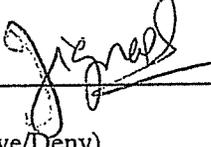
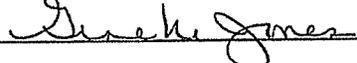
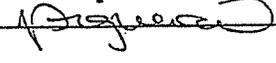
Enclosed is information detailing our various services. From pre-hire to post-offer, random testing or scheduled, we can take care of all your workplace requirements.

We look forward to developing a working relationship with your company and welcome any questions you may have regarding what we can do for you.

Health and Wellness,

*Merrie Lynn Streeter-Towle*  
Merrie Lynn Streeter-Towle, RN, BS  
Director of Occupational Health

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

1. Name: Jignasha Shah
2. Position: Public Health Program Coordinator (attach job description)      3. Department: Health Services
4. Course Title: Anatomy and Physiology II
5. Institution or School: Hudson Valley Community College
6. Please explain how this course relates to your current position (attach course description):  
 This course provides comprehensive study of structures and functions of the human body using systems approach. As a Public Health Program Coordinator, I think it is my responsibility to master the basics and use this knowledge in Health Services to the best of my ability.
7. Starting Date: May 20, 2019      8. Completion Date: August 16, 2019
9. Cost (attach documentation): Up to \$955
10. Employee Signature:       Date: 4/16/19
11. Supervisor Comments (Approve/Deny)  
 Supervisor Signature:       Date: 4/15/19
12. Department Head Comments (Approve/Deny)      Is there funding in the departmental budget for this? (Yes)/No  
 Department Head Signature:       Date: 4/14/19
13. Human Resources Comments (Approve/Deny)  
 Human Resources Signature:       Date: 4-14-19
14. Committee Recommendation:  
 Committee Chair Signature:       Date: 4/22/19

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.



## Catalog Entries

Spring 2019  
Apr 12, 2019

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

### **BIOL 271 - Anatomy & Physiology II**

This course provides a comprehensive study of the structures and functions of the human body using the systems approach. Topics covered the second term include cardiovascular, lymphatic, respiratory, digestive, urinary, endocrine and reproductive systems as well as metabolism and fluid balance. Laboratory sessions are designed to reinforce the lecture material and include dissections of vertebrate specimens. Offered Fall, Spring, Summer, DL. A lab fee will be required.

0.000 OR 4.000 Credit hours

0.000 OR 3.000 Lecture hours

0.000 OR 2.000 Lab hours

**Level:** Credit

**Schedule Types:** Lab, Lecture

All Sections for this Course

**College:** School of Liberal Arts

Biology, Chemistry & Physics Department

**Course Attributes:**

Mathematics or Science (BIO), Biology Science (BSC), Combined LAS SCI & Gen Ed NS, Restricted (CRJ), Restricted (ECD), Natural Science (24HR), Free Elective, SUNY Gen Ed-Natural Sciences, Science (HEC), Biology (HSS), Mathematics or Biology (HSS), Lab Science (FAR,GLM,LAR,THR), Liberal Arts and Science, Restricted (MAS), Science (MAS), Lib Arts & Science, Physical Science (TEL)

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**RELEASE: 8.7.2.4**

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Select a Term

Select a Different Term

Summary for student: Jignasha B. Shah

Summer 2019

| Description                       | Charge          | Payment       | Balance         |
|-----------------------------------|-----------------|---------------|-----------------|
| Technology Fee                    | \$100.00        |               | \$100.00        |
| Lab Fee                           | \$50.00         |               | \$50.00         |
| Vehicle Registration Fee          | \$28.80         |               | \$28.80         |
| Tuition                           | \$776.00        |               | \$776.00        |
| <b>Term Charges:</b>              | <b>\$954.80</b> |               |                 |
| <b>Term Credits and Payments:</b> |                 | <b>\$0.00</b> |                 |
| <b>Term Balance:</b>              |                 |               | <b>\$954.80</b> |

Summer 2019 - Aid Authorizations

| Description                                        | Aid Amount    |
|----------------------------------------------------|---------------|
| <b>No aid authorizations exist on your record.</b> |               |
| <b>Aid Authorizations:</b>                         | <b>\$0.00</b> |

Total Amount Due: \$954.80

Click here to set up a payment plan or make a payment for Summer 2019

RELEASE: 7

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

- 1. Name: Jignasha Shah
- 2. Position: Public Health Program Coordinator (attach job description)
- 3. Department: Health Services
- 4. Course Title: EPI Principles of Public Health (Course 1 of 6 for Certificate Program)
- 5. Institution or School: SUNY Albany School of Public Health
- 6. Please explain how this course relates to your current position (attach course description):  
Prepares students for continually changing challenges in Public Health
- 7. Starting Date: May 28, 2019
- 8. Completion Date: August 20, 2019
- 9. Cost (attach documentation): Up to \$1500 (Jignasha has applied for a Public Health Leaders of Tomorrow)

10. Employee Signature: Jignasha Shah Date: 4/16/19

11. Supervisor Comments (Approve/Deny)  
Supervisor Signature: Pat Belden Date: 4/15/19

12. Department Head Comments (Approve/Deny) Is there funding in the departmental budget for this? (Yes/No)  
Department Head Signature: Doreen Jones Date: 4/14/19

13. Human Resources Comments (Approve/Deny)  
Human Resources Signature: P. Piquero Date: 4-14-19

14. Committee Recommendation  
Committee Chair Signature: Edna A. Trasseri Date: 4/22/19

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.




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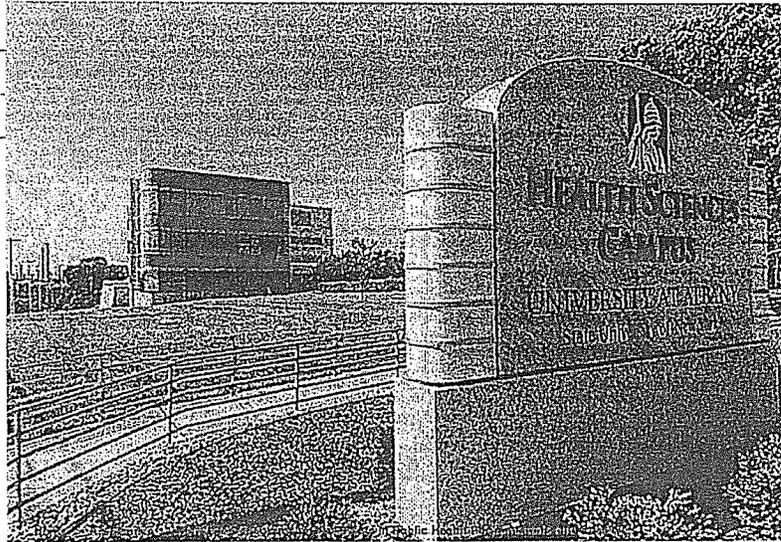
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[School of Public Health Certificate in Public Health Fundamentals & Principles](#)  
University at Albany  
One University Place  
Room 120  
Rensselaer, NY 12144

Contact:  
Natalie Beston  
Online Program Support Specialist  
518-402-6479  
sphonline@albany.edu

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## Certificate in Public Health Fundamentals and Principles

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The University at Albany School of Public Health offers a fully online Certificate program in Public Health Fundamentals and Principles (CPH-FP). The Certificate is aimed at preparing students for the continuously changing challenges in public health and can be used as a first look at public health or to further enhance one's understanding of the complexities of the field. Previous public health experience is not required, although many students in the program may be working in public health settings. Building upon the School's relationship with the New York State Department of Health (DOH) and local health departments, the program acknowledges the emerging need for creative educational modalities in health.

### Program Overview

- Fully online coursework, no in-person class requirements
- Part-time study
- Coursework offered year-round (spring, summer, and fall semesters)
- Multi-disciplinary, competency-based coursework
- Accredited by the Council on Education for Public Health

The program includes 18 credit hours, comprised of the 6 core courses from the MPH program.\* Students may transfer a maximum of one course (3 credits) completed outside the School of Public Health toward the certificate. Students must submit the Request for Transfer of Credit to a Masters Degree or Graduate Certificate Program form to receive approval.

Each student must maintain a cumulative grade point average of 3.0 or higher and submit an application for certificate completion within four years of admission to obtain the certificate.

\*Students who have completed the certificate may apply these courses to a higher degree at the School as long as they have maintained a cumulative grade point average of 3.0 or higher while pursuing the Certificate; have completed the courses within five years of application to the higher degree program; have fulfilled the admission requirements of the desired degree program; and the courses are relevant to the desired degree program. All of the courses required for the Certificate in Public Health Fundamentals and Principles are transferable to the MPH program.

### Course Descriptions

#### EPI 500 Principles and Methods of Epidemiology 1 (3 credits)

Introduction to epidemiology for students majoring in any aspect of public health; covers the principles and methods of epidemiologic investigation, including describing the patterns of illness in populations and research designs for investigating the etiology of disease. Introduces quantitative measures to determine risk, association and procedures for standardization of rates.

#### EPI 503 Principles of Public Health (3 credits)

This course introduces the students to the basic principles of public health and their application to the development of activities that benefit the health status of populations. The skills of epidemiology, biostatistics, health care planning and policy development, health care administration, and community organization are applied to the assessment of public health needs and the development of prevention and control initiatives.

#### EPI 561 Principles of Statistical Inference I (3 credits)

An introduction to the descriptive statistics, measures of central tendency and variability, probability distributions, sampling estimation, confidence intervals and hypothesis testing. Computing will be introduced and used throughout the course.

#### HPH 500 Health Care Organization, Delivery and Financing (3 credits)

Introduction to healthcare policy and services; arrangements for organizing, delivering, paying for, and financing health care are examined with attention to their rationale, implementation, and effectiveness. Government interventions to ensure access, cost containment and quality are assessed and policy alternatives are considered.

**HPM 525 Social and Behavioral Aspects of Public Health (3 credits)**

This course provides an introduction to the role of social, cultural, psychological, and behavioral factors in determining the health of populations. Students will gain understanding of the significance of social, cultural, psychological and behavioral factors in relation to health status and well-being; learn to analyze public health problems in terms of the social, psychological, cultural, economic, and demographic factors that contribute to or protect from vulnerability to disease, disability and death; and improve their ability to apply social science theory, research, and principles to the critical analysis of the appropriateness of public health interventions.

**EHS 590 Introduction to Environmental Health (3 credits)**

Basic concepts of the modes of transmission of environmental stressors from source or reservoir to host and methods of reducing their impact on human population; basic concepts, methods and premises of environmental risk management.

**Tuition Assistance**

Students who are registered for a minimum of 6 credits can complete the Free Application for Federal Student Aid (FAFSA), listing the University at Albany code 002835, to apply for aid. The Office of Financial Aid will only send financial aid award notices to students who have been accepted for admission and who are registered for 6 or more credits.

Please contact the Office of Financial Aid directly at 518-442-3202 with questions regarding eligibility or how to accept the award.

**PHLOT (Public Health Leaders of Tomorrow)**

Limited funding for tuition assistance is available to local county health department and New York State Department of Health employees enrolled in the Certificate in Public Health Fundamentals and Principles only through the Public Health Management Leaders of Tomorrow (PHLOT) program. Students must submit a Tuition Request Form, proof of employment and documentation of reimbursement first pursued through their employers to be considered.

**Anticipated Per Credit Tuition and Fee Rates for Summer 2019**  
 Tuition and fees are subject to change without prior notice by official action of the SUNY Board of Trustees.

| NYS Undergraduate               |                  |                  |                  |                    |                    |                    |                    |                    |                    |                    |                    |                     |
|---------------------------------|------------------|------------------|------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Credit Hours                    | 1cr              | 2cr              | 3cr              | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr               | 11cr               | 12cr <sup>1,2</sup> |
| Tuition                         | 285.00           | 572.00           | 858.00           | 1,144.00           | 1,430.00           | 1,716.00           | 2,002.00           | 2,288.00           | 2,574.00           | 2,860.00           | 3,146.00           | 3,432.00            |
| Academic Excellence Fee         | 15.63            | 31.26            | 46.89            | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30             | 171.93             | 187.56              |
| University Fee                  | 5.21             | 10.42            | 15.63            | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10              | 57.31              | 62.52               |
| Summer Service Fee              | 49.00            | 49.00            | 49.00            | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00               |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 355.84</b> | <b>\$ 662.68</b> | <b>\$ 969.52</b> | <b>\$ 1,276.36</b> | <b>\$ 1,583.20</b> | <b>\$ 1,890.04</b> | <b>\$ 2,196.88</b> | <b>\$ 2,503.72</b> | <b>\$ 2,810.56</b> | <b>\$ 3,117.40</b> | <b>\$ 3,424.24</b> | <b>\$ 3,731.08</b>  |

| Out-of-State Undergraduate      |                    |                    |                    |                    |                    |                    |                    |                    |                    |                     |                     |                     |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|---------------------|---------------------|
| Credit Hours                    | 1cr                | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr                | 11cr                | 12cr <sup>1,2</sup> |
| Tuition                         | 988.00             | 1,976.00           | 2,964.00           | 3,952.00           | 4,940.00           | 5,928.00           | 6,916.00           | 7,904.00           | 8,892.00           | 9,880.00            | 10,868.00           | 11,856.00           |
| Academic Excellence Fee         | 15.63              | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30              | 171.93              | 187.56              |
| University Fee                  | 5.21               | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10               | 57.31               | 62.52               |
| Summer Service Fee              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00               | 49.00               | 49.00               |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 1,057.84</b> | <b>\$ 2,066.68</b> | <b>\$ 3,075.52</b> | <b>\$ 4,084.36</b> | <b>\$ 5,093.20</b> | <b>\$ 6,102.04</b> | <b>\$ 7,110.88</b> | <b>\$ 8,119.72</b> | <b>\$ 9,128.56</b> | <b>\$ 10,137.40</b> | <b>\$ 11,146.24</b> | <b>\$ 12,155.08</b> |

| NYS Graduate Masters & PHD      |                  |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                       |
|---------------------------------|------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------------|
| Credit Hours                    | 1cr              | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr               | 11cr               | 12cr <sup>1,2,3</sup> |
| Tuition                         | 473.00           | 946.00             | 1,419.00           | 1,892.00           | 2,365.00           | 2,838.00           | 3,311.00           | 3,784.00           | 4,257.00           | 4,730.00           | 5,203.00           | 5,676.00              |
| Academic Excellence Fee         | 15.63            | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30             | 171.93             | 187.56                |
| University Fee                  | 5.21             | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10              | 57.31              | 62.52                 |
| Summer Service Fee              | 49.00            | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00                 |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 531.84</b> | <b>\$ 1,014.68</b> | <b>\$ 1,497.52</b> | <b>\$ 1,980.36</b> | <b>\$ 2,463.20</b> | <b>\$ 2,946.04</b> | <b>\$ 3,428.88</b> | <b>\$ 3,911.72</b> | <b>\$ 4,394.56</b> | <b>\$ 4,877.40</b> | <b>\$ 5,360.24</b> | <b>\$ 5,714.08</b>    |

| Out-of-State Graduate Masters & PHD |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                     |                       |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-----------------------|
| Credit Hours                        | 1cr                | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr               | 11cr                | 12cr <sup>1,2,3</sup> |
| Tuition                             | 944.00             | 1,888.00           | 2,832.00           | 3,776.00           | 4,720.00           | 5,664.00           | 6,608.00           | 7,552.00           | 8,496.00           | 9,440.00           | 10,384.00           | 11,308.00             |
| Academic Excellence Fee             | 15.63              | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30             | 171.93              | 187.56                |
| University Fee                      | 5.21               | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10              | 57.31               | 62.52                 |
| Summer Service Fee                  | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00               | 49.00                 |
| <b>Total Tuition &amp; Fees</b>     | <b>\$ 1,013.84</b> | <b>\$ 1,978.68</b> | <b>\$ 2,943.52</b> | <b>\$ 3,908.36</b> | <b>\$ 4,873.20</b> | <b>\$ 5,838.04</b> | <b>\$ 6,802.88</b> | <b>\$ 7,767.72</b> | <b>\$ 8,732.56</b> | <b>\$ 9,697.40</b> | <b>\$ 10,662.24</b> | <b>\$ 11,604.08</b>   |

| NYS Graduate MBA                |                  |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                       |
|---------------------------------|------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------------|
| Credit Hours                    | 1cr              | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr               | 11cr               | 12cr <sup>1,2,3</sup> |
| Tuition                         | 619.00           | 1,238.00           | 1,857.00           | 2,476.00           | 3,095.00           | 3,714.00           | 4,333.00           | 4,952.00           | 5,571.00           | 6,190.00           | 6,809.00           | 7,350.00              |
| Academic Excellence Fee         | 15.63            | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30             | 171.93             | 187.56                |
| University Fee                  | 5.21             | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10              | 57.31              | 62.52                 |
| Summer Service Fee              | 49.00            | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00                 |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 688.84</b> | <b>\$ 1,328.68</b> | <b>\$ 1,968.52</b> | <b>\$ 2,608.36</b> | <b>\$ 3,248.20</b> | <b>\$ 3,888.04</b> | <b>\$ 4,527.88</b> | <b>\$ 5,167.72</b> | <b>\$ 5,807.56</b> | <b>\$ 6,447.40</b> | <b>\$ 7,087.24</b> | <b>\$ 7,649.08</b>    |

| Out-of-State Graduate MBA       |                    |                    |                    |                    |                    |                    |                    |                    |                    |                     |                     |                       |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|---------------------|-----------------------|
| Credit Hours                    | 1cr                | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr                | 11cr                | 12cr <sup>1,2,3</sup> |
| Tuition                         | 1,016.00           | 2,032.00           | 3,048.00           | 4,064.00           | 5,080.00           | 6,096.00           | 7,112.00           | 8,128.00           | 9,144.00           | 10,160.00           | 11,176.00           | 12,192.00             |
| Academic Excellence Fee         | 15.63              | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30              | 171.93              | 187.56                |
| University Fee                  | 5.21               | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10               | 57.31               | 62.52                 |
| Summer Service Fee              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00               | 49.00               | 49.00                 |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 1,085.84</b> | <b>\$ 2,122.68</b> | <b>\$ 3,159.52</b> | <b>\$ 4,196.36</b> | <b>\$ 5,233.20</b> | <b>\$ 6,270.04</b> | <b>\$ 7,306.88</b> | <b>\$ 8,343.72</b> | <b>\$ 9,380.56</b> | <b>\$ 10,417.40</b> | <b>\$ 11,454.24</b> | <b>\$ 12,494.08</b>   |

| NYS Graduate MSW                |                  |                    |                    |                    |                    |                    |                    |                    |                    |                    |                    |                       |
|---------------------------------|------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------------|
| Credit Hours                    | 1cr              | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr               | 11cr               | 12cr <sup>1,2,3</sup> |
| Tuition                         | 345.00           | 1,030.00           | 1,635.00           | 2,180.00           | 2,725.00           | 3,270.00           | 3,815.00           | 4,360.00           | 4,905.00           | 5,450.00           | 5,995.00           | 6,540.00              |
| Academic Excellence Fee         | 15.63            | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30             | 171.93             | 187.56                |
| University Fee                  | 5.21             | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10              | 57.31              | 62.52                 |
| Summer Service Fee              | 49.00            | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00                 |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 614.84</b> | <b>\$ 1,180.68</b> | <b>\$ 1,746.52</b> | <b>\$ 2,312.36</b> | <b>\$ 2,878.20</b> | <b>\$ 3,444.04</b> | <b>\$ 4,009.88</b> | <b>\$ 4,575.72</b> | <b>\$ 5,141.56</b> | <b>\$ 5,707.40</b> | <b>\$ 6,273.24</b> | <b>\$ 6,839.08</b>    |

| Out-of-State Graduate MSW       |                  |                    |                    |                    |                    |                    |                    |                    |                    |                    |                     |                       |
|---------------------------------|------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-----------------------|
| Credit Hours                    | 1cr              | 2cr                | 3cr                | 4cr                | 5cr                | 6cr                | 7cr                | 8cr                | 9cr                | 10cr               | 11cr                | 12cr <sup>1,2,3</sup> |
| Tuition                         | 975.00           | 1,850.00           | 2,775.00           | 3,700.00           | 4,625.00           | 5,550.00           | 6,475.00           | 7,400.00           | 8,325.00           | 9,250.00           | 10,175.00           | 11,100.00             |
| Academic Excellence Fee         | 15.63            | 31.26              | 46.89              | 62.52              | 78.15              | 93.78              | 109.41             | 125.04             | 140.67             | 156.30             | 171.93              | 187.56                |
| University Fee                  | 5.21             | 10.42              | 15.63              | 20.84              | 26.05              | 31.26              | 36.47              | 41.68              | 46.89              | 52.10              | 57.31               | 62.52                 |
| Summer Service Fee              | 49.00            | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00              | 49.00               | 49.00                 |
| <b>Total Tuition &amp; Fees</b> | <b>\$ 994.84</b> | <b>\$ 1,940.68</b> | <b>\$ 2,896.52</b> | <b>\$ 3,852.36</b> | <b>\$ 4,778.20</b> | <b>\$ 5,724.04</b> | <b>\$ 6,669.88</b> | <b>\$ 7,615.72</b> | <b>\$ 8,561.56</b> | <b>\$ 9,507.40</b> | <b>\$ 10,453.24</b> | <b>\$ 11,404.08</b>   |

See Individual Course Fees Here

- <sup>1</sup> DEGREE-seeking UNDERGRADUATE students are charged by credit (e.g., if 21 credits are taken, 21 credits are charged).
- <sup>2</sup> NON-DEGREE UNDERGRADUATE and NON-DEGREE GRADUATE students are charged by CREDIT (e.g., if 21 credits are taken, 21 credits are charged) AND COURSE LEVEL during summer; the undergraduate rate is charged for courses lower than the 500-level, and the graduate rate is charged for courses at the 500-level and above.
- <sup>3</sup> DEGREE-seeking GRADUATE students are capped at 12 credits (e.g., students registered for more than 12 credits are charged for 12 credits only). Rates shown for 12 credits are the capped rates.
- <sup>4</sup> MSW/MPH and MSW/CRJ Joint Degree Programs - Students begin being charged the MSW rate when they initially enroll in a MSW course, even if they are enrolled in a mix of MSW and non-MSW courses during the same term.
- <sup>5</sup> MSW/PhD Joint Degree Program - Students enrolled in this program must first complete the MSW portion of the program prior to transitioning into the PhD portion of the program. Per SUNY, these students should be charged the MSW rate for the MSW degree and then the lower grad rate once they transition into the PhD segment of the program.  
*Summer rates are actual, per credit rates, hence they differ from the SUNY full-time cap charged during the Fall and Spring semesters.*

This page contains anticipated tuition and fee rates for the Summer 2019 term  
 Tuition and fees are subject to change without prior notice by official action of the State University of New York Board of Trustees.

**University Fee**  
 \$5.21 per credit; provides supplemental support for the academic mission of the University. Mandatory for all students.

**Summer Service Fee**  
 \$49.00 supports most services available at the University Health Center and the maintenance and development of technology and electronic resources on campus. Mandatory for all students.

**Academic Excellence Fee**  
 \$15.63 per credit; used to provide resources necessary for maintaining quality academic and student success programs.

**Room Rates Summer 2019**  
 \$250/Week, Liberty Terrace      \$250/Week, Empire Commons

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

1. Name: Laura Monroe
2. Position: Registered Professional Nurse      3. Department: Health Services- Home Care  
(attach job description)
4. Course Title: IHP420-R5408 Ethical and Legal Considerations
5. Institution or School: Southern New Hampshire University
6. Please explain how this course relates to your current position (attach course description):  
This course is required for Bachelor's degree in Nursing. This course will provide framework and basis for agency's Corporate Compliance program and better understanding of nursing scope of practice and other legal issues within homecare and nursing.
7. Starting Date: 5/6/19      8. Completion Date: 6/30/19
9. Cost (attach documentation): up to \$960
10. Employee Signature: Laura A. Monroe, RN      Date: 4/15/19
11. Supervisor Comments (Approve/Deny)  
Supervisor Signature: Julie Bugnes      Date: 4/15/19
12. Department Head Comments (Approve/Deny)      Is there funding in the departmental budget for this? (Yes/No)  
Department Head Signature: Doreen Bugnes      Date: 4/14/19
13. Human Resources Comments (Approve/Deny)  
Human Resources Signature: Figure      Date: 4-14-19
14. Committee Recommendation:  
Committee Chair Signature: Edna A. Fasser      Date: 4/22/19

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.



My Class Schedule

Section Information

Title Ethical & Legal Considerations

Course Section Number IHP-420-RE403

Description Students in this course examine the role of health care policy and legal, regulatory, and quality control in ethical decision making in health care. Students explore concepts and principles of environments and their application to the health care environment. The impact of health care policy and multicultural, socioeconomic, political, legal, and regulatory factors on health care is

Credits 3.00 CEUs

Start Date 05 May 2019 End Date 30 June

Academic Level UG - Undergraduate

| Meeting Information                | Faculty name            | Phone | Extension | E-mail address        |
|------------------------------------|-------------------------|-------|-----------|-----------------------|
| 05/05/2019-06/30/2019 Online - - - | Elizabeth A. Skarbinski |       |           | e.skarbinski@snhu.edu |

Requisite Courses

None

Requisite Noncourses

None

Required Concurrent Sections

None

Recommended Concurrent Sections

None

[Click Here To Order Textbook](#)

(opens in a new window)

To Be Determined



My Account Summary by Term

Financial Aid Remaining amounts are dependent on your completing all financial aid requirements and verification of your enrollment.

| Term  | Total Charges | Student Payments | Financial Aid Payments | Financial Aid Remaining | Sponsor Payments | Payme  |
|-------|---------------|------------------|------------------------|-------------------------|------------------|--------|
| 19EW5 | \$660.00      | \$0.00           | \$0.00                 | \$0.00                  | \$0.00           | \$0.00 |
| 19EW4 | \$660.00      | \$0.00           | \$0.00                 | \$0.00                  | \$0.00           | \$0.00 |
| TOTAL | \$1,320.00    | \$0.00           | \$0.00                 | \$0.00                  | \$0.00           | \$0.00 |

Pay on My Account

My Schedule

**April 1, 2019 DISTRICT ATTORNEY SALARY INCREASES**  
**(For the 57 Counties Outside of New York City)**

From the December 2015 Final Report on Judicial Compensation by the Commission On Legislative, Judicial And Executive Compensation, here are the new salaries:

1. For District Attorneys<sup>1</sup> whose salaries are tied to the NYS Supreme Court Justice salary, **your salary as of April 1, 2019 is \$210,900**. Beginning April 2019 Supreme Court justices' salaries are \$210,900<sup>2</sup>.
2. For District Attorneys whose salaries are tied to the County Court judge salary, **your salary as of April 1, 2019 is \$200,400**. or greater.<sup>3</sup> Formula is 95% of the 2019 Supreme Court Justice salary.  
So,  $.95 \times \$210,900 = \$200,355$ , which gets rounded up to the nearest \$100 to \$200,400.
3. For counties that in 2015 had County Court Judges' pay fixed at more than 95% of the Supreme Court Justice Salary (Albany, Putnam, Ulster) the 2015 Commission decided that the percentage should remain the same and not be reduced to 95%. Your pay should be \$202,717. ( $.9612 \times \$210,900 = \$202,717$ , which gets rounded up to the nearest \$100, to \$202,800)

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<sup>1</sup> Erie, Monroe, Nassau, Suffolk, and Westchester, under Judiciary Law 183-a (populations exceeding 500,000)

<sup>2</sup> <http://www.uscourts.gov/judges-judgeships/judicial-compensation>

<sup>3</sup> County may set your salary higher.

**RESOLUTION REQUEST FORM NO. 11*****Request to Create New Position*****DEPARTMENT NAME: Sheriff****DATE: 4/30/2019**

- (a) Title of Requested Position: **Senior Building Maintenance Mechanic/Auto Mech #1**
- (b) Annual **Base** Salary (and Grade if Applicable): **58586.21**
- (c) Effective Date for New Position:\* **05/01/2019**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):  
**Senior Building Maintenance Mechanic**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
**A.3110 Law Enforcement**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)
- (g) Is this a mandated position? If so, please explain:
- (h) Is there expected revenue from this position? If so, please explain:

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: Sheriff Payroll Dept. No: 30.00
Title of Position: Senior Building Maintenance Mech/Auto Mech #1 Base Salary of Position: 58586.21 Grade:
Filling at Step # (If Known): 12
Budget code and title: A.3110 110 Salaries Law Enforcement Union [X] Non-Union [ ]
This position is vacated due to: [ ] Retirement [ ] Resignation [ ] Termination [ ] Promotion [ ] Other [X]
Employee No./Last Name: Date of Vacancy: 05/01/2019
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

[ ] 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. 4-30-19

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 5/1/19

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. 11**

***Request to Create New Position***

**DEPARTMENT NAME:** Sheriff

**DATE:** 4/30/2019

- (a) Title of Requested Position: **Building Maintenance Mechanic #1**
- (b) Annual **Base** Salary (and Grade if Applicable): **47302.07**
- (c) Effective Date for New Position:\* **05/01/2019**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):  
**Building Maintenance Mechanic/Auto Mechanic #1**
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
**A.3110 Law Enforcement**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)
- (g) Is this a mandated position? If so, please explain:
- (h) Is there expected revenue from this position? If so, please explain:

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: Sheriff Payroll Dept. No: 30.00
Title of Position: Building Maintenance Mechanic Base Salary of Position: 47302.07 Grade:
Filling at Step # (If Known): 1
Budget code and title: A.3110 110 Salaries Law Enforcement Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: Date of Vacancy: 05/01/2019
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. 12-4-30-19

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 5/1/19

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. 11*****Request to Create New Position*****DEPARTMENT NAME: Sheriff****DATE: 4/30/2019**

- (a) Title of Requested Position: **Building Maintenance Mechanic PT Temporary**
- (b) Annual **Base** Salary (and Grade if Applicable): **47302.07**
- (c) Effective Date for New Position:\* **05/01/2019-12/31/2019**  
\*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:  
**A.3150 130 Salaries Part Time/Sheriff Jail**
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.)
- (g) Is this a mandated position? If so, please explain:
- (h) Is there expected revenue from this position? If so, please explain:

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: Sheriff Payroll Dept. No: 30.00
Title of Position: Building Maintenance Mechanic-PT Temp Base Salary of Position: 47302.07 Grade:
Filling at Step # (If Known): 1
Budget code and title: A.3150 120 Salaries Part Time / Sheriff Jail Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: Date of Vacancy: 05/01/2019
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. 4-30-19

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 5/1/19

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. 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: County Clerk DMV Payroll Dept. No: 15
Title of Position: Motor Vehicle Lic Reg Clerk PT Base Salary of Position: \$34,988(\$ 16.82 hr) Grade: 8
Filling at Step # (If Known): Entry Extension from 10-22-18 Committee
Budget code and title: A.1410 130 Co. Clerk Part Time Salaries Union [x] Non-Union [ ]
This position is vacated due to: [ ] Retirement [x] Resignation [ ] Termination [ ] Promotion [ ] Other
Employee No./Last Name: 12892/LoVerde Date of Vacancy: Dec 2019 2018
Is this position mandated? [x] Yes [ ] No Is the position reimbursable? [ ] Yes [x] No
Source of reimbursement: [ ] Federal [ ] State [ ] Other [ ] Co. Retains \$ for transactions

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. 4/16/19

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 4/16/19

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 4/19/19

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Support 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 William Loeb Date 4/29/19

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 Defender's Office Payroll Dept. No:
Title of Position: 5th Assistant Public Defender's Office Base Salary of Position: \$63,066.00 Grade:
Filling at Step # (If Known):
Budget code and title: 1171. 110 Salaries - Regular Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: Gregor Date of Vacancy: April 2, 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. 4-16-19

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 4/16/19

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 4/19/19

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Criminal Justice & Public Safety
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 4-23-2019

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: Veterans' Services Payroll Dept. No: 55.00
Title of Position: Program Coordinator, Peer-to-Peer Support Svcs. Base Salary of Position: 21,684.00 Grade: 16
Filling at Step # (If Known):
Budget code and title: A.6510.0125 130 Salaries - Part Time Union [X] Non-Union [ ]
This position is vacated due to: [ ] Retirement [ ] Resignation [ ] Termination [ ] Promotion [X] Other
Employee No./Last Name: Date of Vacancy:
Is this position mandated? [ ] Yes [X] No Is the position reimbursable? [X] Yes [ ] No
Source of reimbursement: [ ] Federal % [ ] State 100 % [ ] Other %

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

[ ] Competitive-active eligible list [ ] Competitive-no list (hiring would be provisional) [ ] Non-Competitive [X] Other TEMP CIVIL SERVICE
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. 4/18/19
Human Resources Director has approved this form when initialed. 4-18-19

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 4/18/19

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 4/19/19

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 Trascia Date 4/22/19