

RESOURCE MANAGEMENT COMMITTEE

January 8, 2018
NOT APPROVED

Committee Members Present: D. Decker, K. Graves, W. Dibble, D. Fanton, B. Harris, C. Crandall (Absent: G. Barnes)

Others Present: T. Boyde, B. Budinger, P. Curran, K. Dirlam, L. Edwards, R. Ewell, L. Gridley, S. Havey, K. Hollis, C. Knapp, J. Ricci, B. Riehle, D. Root, T. Ross, T. Shaw, P. Stockin, M. Washer, I. Whitehouse

Media Present: K. Kellogg – *Olean Times Herald*, C. Potter – *Wellsville Daily Reporter*

Call to Order: The meeting was called to order at 12:41 p.m. by Resource Management Committee Chairman Dave Decker.

Abolish Senior Account Clerk Typist

Youth Bureau/STOP-DWI Director Linda Edwards requested a resolution to abolish one Senior Account Clerk Typist position in her office. Ms. Edwards stated her current employee has given her notice of retirement and would like to fill the position under the title of Account Clerk Typist. Legislator Graves asked for the reason in changing the title. Ms. Edwards stated Ms. Crandall has many years of service with the County which allowed her to be promoted to a Senior Account Clerk Typist, and they would like to move it back down to an Account Clerk Typist and promote down the road if necessary. The request to abolish the Senior Account Clerk Typist position in the STOP-DWI/Youth Bureau office was approved on a motion made by Legislator Fanton, seconded by Legislator Graves, and carried. **Prepare Resolution**

Create and Fill Account Clerk Typist

Youth Bureau/STOP-DWI Director Linda Edwards requested permission to create and fill one part-time Account Clerk Typist (AFSCME, Grade 7, Step: Base – 7). This position is responsible for supporting office functions and clerical duties. The annual salary of this position is estimated between \$12,791 and \$14,975 with benefits estimated between \$3,000 and \$3,513. This position is funded 100 percent with County dollars. Chairman Crandall asked if there will be any obvious savings with this change. Ms. Edwards stated, yes, the new person will be coming in at a lower rate of pay. This request was approved on a motion made by Legislator Fanton, seconded by Legislator Graves, and carried. **Refer to Personnel**

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 12:44 p.m. following a motion by Legislator Graves, seconded by Legislator Harris, and carried.

Respectfully submitted,

Meghan Washer, Confidential Secretary to the Clerk of the Board
Allegany County Board of Legislators