

HUMAN SERVICES COMMITTEE

April 17, 2019

Members Present: J. Hopkins, J. Burdick, G. Barnes, D. Decker, S. Havey, D. Root, P. Stockin, C. Crandall

Others Present: T. Boyde, P. Curran, W. Dibble, D. Fanton, M. Gasdik, K. Graves, D. Healy, C. Knapp, D. Rahr, J. Ricci, B. Riehle, T. Ross, T. Shaw, M. Washer

Call to Order: The meeting was called to order by Human Services Committee Chair Judith Hopkins at 12:50 p.m.

OFFICE FOR THE AGING

Request to Fill Office for the Aging Director Position

Office for the Aging Director Madeleine Gasdik requested permission to fill the Office for the Aging Director position (Section IV Salary Plan) due to her upcoming retirement. This position is responsible for planning, organizing, and promoting services needed to meet the needs of older adults, evaluating current and potential future services, supervising OFA staff, coordinating with State and other governmental and community agencies, contacting public officials and community leaders to obtain cooperation, as well as assuming primary leadership for implementation of all State and Federal grant programs. The annual salary of this position is \$63,531.65 with benefits estimated at \$18,492. This position is funded 40 percent with County dollars, 45 percent with State funds, 13 percent with Federal funds, and 2 percent with "other" funds. County Administrator Timothy Boyde noted that the salary listed on the form is what they have available in the Budget; however, it is not a guarantee that the new person will be brought in at that set salary, adding that it will depend on experience and qualifications. Committee Chair Hopkins noted that it might be a good idea for the Human Resources Department to look at establishing a step system for department heads to follow. This request was approved on a motion made by Legislator Decker, seconded by Legislator Havey, and carried. **Refer to Ways and Means**

HEALTH DEPARTMENT

Request to Fill Director of Patient Services Position

Environmental Health Director Tyler Shaw requested permission to fill one full-time Director of Patient Services (PEF, Grade 9, Step: Base – Step 11) due to a resignation. This position is responsible for the supervision of all medical/clinical services through the Licensed Home Care Services Agency as well as the Diagnostic and Treatment Center. The annual salary of this position is estimated between \$49,072 and \$67,924 with benefits estimated between \$20,978 and \$29,038. This position is funded 100 percent with State funds. This request was approved on a motion made by Legislator Havey, seconded by Legislator Decker, and carried. **Refer to Ways and Means**

Request to Create and Fill Temporary Director of Patient Services Position

Mr. Shaw requested permission to create and fill one full-time temporary Director of Patient Services (PEF, Grade 9, Step: Base – Step 11) until the permanent position can be filled. This position is responsible for the supervision of all medical/clinical services through the Licensed Home Care Services Agency as well as the Diagnostic and Treatment Center. This temporary position will help keep the department going while they advertise and recruit for the permanent position as well as help orient and train the new candidate. Mr. Shaw noted that the position will be abolished within 6 months of its inception. The annual salary is estimated between \$49,072 and \$67,924 with benefits estimated between \$20,978 and \$29,038, and it is funded 100 percent

with State funds. Legislator Root asked if it is being filled from within or the outside. Mr. Shaw indicated it could be from either. This request was approved on a motion made by Legislator Stockin, seconded by Legislator Burdick, and carried. **Prepare Resolution to create the position and refer to Ways and Means to fill (Resolution will come off the floor at the April 22 Board meeting)**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 12:56 p.m. following a motion made by Legislator Havey, seconded by Legislator Root, and carried.

Respectfully Submitted,

Meghan Washer
Confidential Secretary to Clerk of the Board