

WAYS & MEANS COMMITTEE

August 26, 2019

Committee Members Present: P. Stockin, D. Fanton, P. Curran, S. Havey, D. Healy, J. Hopkins, C. Crandall (Absent: D. Decker, D. Root)

Others Present: L. Ballengee, G. Barnes, B. Budinger, J. Budinger, J. Burdick, W. Dibble, K. Graves, B. Harris, C. Knapp, D. McDonnell, J. Ricci, B. Riehle, T. Ross, T. Shaw, M. Washer

Call to Order: The meeting was called to order at 1:01 p.m. by Ways & Means Committee Chairman Philip Stockin.

Approval of Audit

Committee members reviewed the August 26, 2019, audit of claims in the amount of \$4,767,413.78 (including prepaid bills). A motion was made by Legislator Havey, seconded by Legislator Fanton, and carried to forward the audit to the full Board for approval of payment.

REFERRALS FROM OTHER COMMITTEES

Human Services Committee

Public Health Nurse – Department of Social Services

Social Services Commissioner Vicki Grant requested permission to fill one full-time Public Health Nurse (NYSNA, Step: 6) position. This position is responsible for visiting patients in the home to assess health needs including foster care children and their caregivers. This position also coordinates care for patients with nutritionists, social workers, physical therapists, physicians, and other professional health care workers. The annual salary of this position is \$54,211 with benefits estimated at 42.75 percent. This position is funded 12.5 percent with County funds, 12.5 percent with State funds, and 75 percent with Federal funds. This request is contingent on the adoption of the resolution creating the position that is being considered at the August 26 Board meeting. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Healy, and carried. **Notify Human Resources**

Temporary Commissioner of Social Services Trainee

Ms. Grant requested permission fill one full-time temporary Commissioner of Social Services Trainee (Section IV Salary Plan). This position is being filled on a temporary basis to learn the duties and responsibilities of the Commissioner of Social Services. The annual salary of this position is \$83,000 with benefits estimated at \$35,482.50. This position is funded 38 percent with County funds, 10 percent with State funds, and 52 percent with Federal funds. This request is contingent on the adoption of the resolution creating the position that is being considered at the August 26 Board meeting. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Havey, and carried. **Notify Human Resources**

Registered Nurse – Department of Health

Public Health Director Lori Ballengee requested permission to fill one full-time Registered Nurse (NYSNA, Step: Base – Step 6). This position is responsible for mandated work required by the New York State Department of Health in the Lead Poisoning Prevention, Communicable Disease and Tuberculosis, and Sexually Transmitted Disease Testing Programs. The annual salary of this position is estimated between \$41,289 and \$51,246 with benefits estimated between \$17,651 and \$21,908. This position is funded 100 percent with State funds. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Healy, and carried. **Notify Human Resources**

Public Health Technician – Department of Health

Ms. Ballengee requested permission to fill one full-time Public Health Technician (AFSCME, Grade 13, Step: Base – Step 7). This position is responsible for performing mandated emergency preparedness activities, budgets, work plans, and reports. The annual salary of this position is estimated between \$36,064 and \$43,876 with benefits estimated between \$15,417 and \$18,757. This position is funded 40 percent with State funds, and 60 percent with Federal funds. This request is contingent on the adoption of the resolution creating the position that is coming off the floor at the August 26 Board meeting. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Fanton, and carried. **Notify Human Resources**

Planning & Economic Development Committee

Secretary to the Director of Planning

Planning Director Kier Dirlam requested permission to fill one full-time Secretary to the Director of Planning (Non-Union, Grade 2, Step: Base – Step 11) due to an upcoming retirement. This position is responsible for payroll and all financials for the Offices of Planning, Development, and Tourism as well as assisting the Director with clerical duties. The annual salary of this position is estimated between \$33,781 and \$46,771. This position is funded 100 percent with County dollars. Legislator Harris asked what the anticipated retirement date is and if there will be overlap for training. Personnel Officer Bobby Budinger indicated that the employee plans to retire at the end of January. Legislator Harris asked if this position is being filled prior to departure. Legislator Hopkins indicated, yes, for training purposes. Legislator Harris asked if it is common to have such a large overlap for training. County Administrator Deborah McDonnell stated they are asking for a 30-day overlap because the current employee handles a lot of accounting functions for the office, and they would like to have a sufficient amount of time for advertising as she feels it's going to be difficult to find the right replacement. Mr. Budinger stated positions are allowed a 30-day overlap for training, and anything beyond 30 days, the department head is required to create a temporary position. Mr. Budinger indicated that he has not received any requests from Mr. Dirlam to create a temporary position, and he does not believe that is part of the plan. Legislator Harris stated that he thinks 30 days is a long overlap for a secretary position. Legislator Hopkins stated that this employee is also providing accounting functions for the IDA and because a future plan has not been decided, there will need to be training for that as well. Ms. McDonnell added that this position will also provide services for the Land Bank. Legislator Harris suggested that this employee may have had to work out of title. This request was approved on a motion made by Legislator Stockin, seconded by Legislator Havey, and carried. **Notify Human Resources**

Good of the Order

Majority Leader Dwight "Mike" Healy announced a caucus in Room 220 at 1:20 p.m.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:08 p.m. following a motion by Legislator Fanton, seconded by Legislator Havey, and carried.

Respectfully submitted,

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