

**.1 COMMITTEE
June 27, 2013**

PRESENT:

**William Hughes, Jr., Chariman
Ronald Knott
Ray Staats
Elizabeth Young**

ABSENT:

**Matt Murell- Notified
Art Bassin- Notified
Pat Grattan- Notified**

ALSO PRESENT:

**Angela Rothermel, Asst. Dep. Clerk
Missy Noblin
Michael Williams-Riordon
PJ Keeler
Ronald Caponera
Daniel Kibler
Kevin McDonald
Terry Robinson**

Press: 1

Chairman Hughes called the meeting to order at 2:30 P.M.

Request to move into EXECUTIVE SESSION at 2:33 P.M by R. Knott, seconded by E. Young.

REASON: to discuss personnel issues and employee positions.

Motion to return to REGULAR SESSION was made at 2:43 by R. Knott, seconded by E. Young.

Treasurer- P. Keeler

Resolution Request: Authorization to create a Bookkeeper title, Grade 12, Step 4 Grade Rate \$38,610 effective and retroactive to January 1, 2013 by upgrading position of Senior Clerk, Grade 11 and abolishing the Senior Clerk title. Motion to approve by R. Knott, seconded by E. Young, motion carried. Refer to Finance.

Resolution Request: Authorization to create the Accounting Systems Monitor title/position, 2013 Grade 15A, Step 4, Grade Rate of \$49,070 effective and retroactive to January 1, 2013. Motion to approve by R. Knott, Seconded by E. Young, motion carried. Refer to Finance.

Resolution Request: Authorization to create the Property Tax Specialist title, 2013 Grade 13A, Step 4 Grade Rate of \$42,637 effective and retroactive to January 1, 2013. Motion to approve by R. Knott, Seconded by E. Young, motion carried. Refer to Finance

Historian- M. Howell

Resolution Request: Authorization to fill one (1) Temporary Part Time Clerk Typist position in the office of the Columbia County Historian at a Grade 10, Step 1 2013 rate of \$14.98 an hour starting July 11, 2013 with no fringe benefits. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to Finance.

Department of Social Services- P. Mossman

Resolution Request: Authorization for the Commissioner of Social Services to fill One (1) vacant, budgeted Caseworker, FP15, 2013 Step 1 salary of \$41,020, effective July 11, 2013:

Motion to approve by E. Young, seconded by R. Knott, motion carried. Refer to Finance.

Resolution Request: Authorization for the commissioner of Social Services to fill One (1) vacant budgeted Social Welfare Examiner, GR12, 2013 Step 1 salary of \$32,818 effective July 11, 2013. Motion to approve by R. Knott, seconded by E. Young, motion carried. Refer to Finance.

Resolution Request: Authorization for the commissioner of Social Services to create and fill One (1) temporary part time Social Welfare Examiner, GR12, at an hourly rate of \$21.1330 not to exceed 20 hours per week, for a maximum of six (6) months from date of hire, no fringe benefits. Motion to approve by R. Knott, seconded by E. Young, motion carried. Refer to Finance.

Probation- D. Kibler

Resolution Request: Authorization for the Director of Probation to fill One (1) budgeted position of Probation Officer, GR16, 2013 Salary of \$51,481, effective June 29, 2013. Motion to approve by R. Knott, seconded by R. Staats, motion carried. Refer to Finance.

Pine Haven- T. Robinson

Resolution Request: Authorization to fill the following approved budgeted positions:

One (1) LPN, full time at Grade 15 at a starting salary of \$48,259.00

One (1) Nurse Aide II, full time at Grace 10C at a starting salary of \$29,396.00

Motion to approve by R. Staats, seconded by E. Young, motion carried. Refer to Finance.

R. Caponera passed out and explained a copy of the .1 Committee Position Forms. M. Williams- Riordon requested that all department heads send her flow charts of all of their positions.

Request to move into EXECUTIVE SESSION at 3:17 P.M by R. Knott, seconded by E. Young.

REASON: to discuss particular personnel issues and Union Contracts.

Motion to return to REGULAR SESSION was made at 3:45 by R. Staats, seconded by E. Young.

MIS-R. Juliano

R. Juliano brought a resolution to the table that had been put through pervious Committees in November of 2012, but never made it through Full Board. The Committee discussed the resolution in depth, and decided to pass the resolution after making a few minor changes.

Resolution Request: Authorization to implement changes in qualifications and salary grade for the Jr. Network Administer in the Managed Information Systems (MIS) Department. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to Finance.

Mental Health- J. Ambrose

M. Williams- Riordon spoke to the Committee about a resolution, from January 2013 that didn't make it through full board, from the Mental Health Department.

Resolution Request: Authorization to Reclassify 1.0 FTE Computer Programmer Assistant from Grade 13 to Grade 15B. Motion to approve by R. Knott, seconded by R. Staats, motion carried. Refer to Finance.

Motion to adjourn at 3:55 P.M. made by R. Knott and seconded by R. Staats, motion carried.

.1 Committee

Matt Murell, Chariman

Ray Staats

Ronald Knott

Elizabeth Young

Patrick Grattan

William Hughes, Jr.

Arthur Bassin