

.1 COMMITTEE
December 4, 2013

PRESENT:

Matt Murell, notified
Ronald Knott
Ray Staats
Elizabeth Young
Pat Grattan
Art Bassin
William Hughes, Jr.

ALSO PRESENT:

Becky Vinchiarello, Dep. Clerk
Missy Noblin
Michael Cole
Robert Linville
Ronald Caponera
Art Proper
Robert Pinto
Bernie Kelleher
Michaele Williams-Riordon
Kevin McDonald
Paul Mossman
Joseph Ambrose
Robin Andrews
Jesse DeGroot
Rob Fitzsimmons
P.J. Keeler
Rick Keaveney
Jolene Race
Press: 1

Chairman Murell called the meeting to order at 1:03 P.M.

Controller – R. Caponera

Resolution Request – Authorization to fill the position of Purchasing Agent in the Central Services Department at a salary of \$50,000.00 waiving the 5/10/15% salary reduction due to a retirement. R. Caponera explained that this is a mandated position as purchase orders need to be signed.

Resolution Request – Authorization to back fill the position of Purchasing Assistant GR 13C with a step one salary of \$37,607.25 The Committee questioned if with the Purchasing Agents retirement, this might be an opportunity to re-evaluate the staffing of the Department. Discussion ensued on the future plan of a centralized purchasing department in the County. A Bassin requested that a five year head count of employees per Department be compiled for the Supervisors to review. There was a motion to approve the request to fill the Purchasing Agent position by W. Hughes, Jr., seconded by E. Young. A. Bassin voted No, motion carried. **Refer to Finance.**

The Committee decided to hold the request to fill the Purchasing Assistant and requested that R. Caponera come back to the Committee next month with further justification as to why the position is needed.

Department of Social Services – P. Mossman

Resolution Request: Authorization to fill the vacant budgeted positions of Two (2) Social Welfare Examiners (One TA and One Medicaid), GR 12, 2013 Step 1 salary \$32,818.00. Motion to approve by W. Hughes, Jr., seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request – Authorization to create and fill One (1) Community Services Aide position, GR 10 2013 Step 1 salary of \$27,349.00. This position would replace the position of Account Clerk. P. Mossman gave an explanation of the reorganization of the office. The Community Services Aid is more of a generic title and will be more versatile. Motion to approve by W. Hughes, Jr., seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request – Authorization to replace the position of Confidential Secretary with a Social Services Fiscal Technician GR13A at a starting salary of 42,637.00. Motion to approve by P. Grattan, seconded by R. Knott, motion carried. **Refer to Finance.**

Public Defender – R. Linville

Resolution Request – Authorization to upgrade the salary of the Public Defender by \$9,084.00, which R. Linville explained was previously the salary of the position.

Resolution Request – Authorization to upgrade the salary of an Assistant Public Defender position by \$4,055.00.

Resolution Request – Authorization to upgrade the position of an Assistant Public Defender by increasing the salary by an amount of \$29,476.00. This position would be changing from part time to full time.

Resolution Request – Authorization to abolish the position of Assistant Public Defender at a salary of \$45,524.00.

The committee explained their reservation of increasing the requested salaries as they would not be cohesive with other attorney's salaries in the County. It was decided to hold all four requests until more information could be gathered. M. Williams- Riordon was tasked with providing the members of the Committee with a list of all attorneys in the County and their salaries.

Facilities – R. Pinto

Resolution Request – Authorization to fill the budgeted position of Laborer GR11 at a 2013 starting salary of \$30,085.00. Motion to approve by W. Hughes, Jr. seconded by R. Knott, motion carried.

Solid Waste – J. Race

Resolution Request – Authorization to fill the position of Part Time Laborer in the Solid Waste Department, GR 11 at a step 1 hourly rate of \$14.4086. Motion to approve by E. Young, seconded by P. Grattan, motion carried. Refer to Finance.

Resolution Request – Authorization to fill the position of Motor Equipment Operator I in the Solid Waste Department at a Step 1 salary of \$32,138. Motion to approve by P. Grattan, seconded by R. Knott, motion carried. Refer to Finance.

Human Resources – M. Williams-Riordon

Resolution Request -Authorization for the Director of Human Resources to create the Winter Youth Employment Program and to hire a Winter Youth Laborer at the hourly rate of \$10/hr for the period of December 16th through January 31, 2014. Motion to approve by P. Grattan, seconded by M. Murell, motion carried. Refer to Finance.

Highway – B. Kelleher

Resolution Request – Authorization to fill the vacant position of Sr. Motor Equipment Operator I, GR 13, and any vacancies created there from, in the Highway Department at the 2013 base salary of \$41,830. Motion to approve by P. Grattan, seconded by E. Young, motion carried. Refer to Finance.

Resolution Request- Authorization to fill the vacant position of Welder, GR 13C, at the starting salary of \$41,589.96. Motion to approve by P. Grattan, seconded by R. Knott, motion carried. Refer to Finance.

Resolution Request- Authorization to fill One (1) vacant position of Motor Equipment Operator I, GR 11C, in the Highway Department at the 2013 Step I starting salary of \$32,138.00. Motion to approve by P. Grattan, seconded by E. Young, motion carried. Refer Finance.

Pine Haven – A. Proper

Resolution Request: Authorization to create & fill One (1) Telephone Operator, PT at GR 10 starting salary of \$14.97/hour.

Authorization to fill the vacant budgeted position of Administrative Assistant, FT, GR 14 at a starting salary of \$38,290.

Authorization to abolish (1) RPN I Screener/Admissions Coordinator, PPT GR 17 starting salary of \$26.1949/hr.

Motion to approve all requests by P. Grattan, seconded by R. Staats, motion carried. Refer to Finance.

Health Department – R. Andrews

Resolution Request – Authorizing the Health Department to abolish, create and fill positions on the attached appendix "A" as they relate to the CHHA. Motion to approve by W. Hughes, Jr. seconded by R. Staats, E. Young voted No, motion carried. Refer to Finance.

Mental Health / Human Services – M. Cole

Resolution Request - Authorization to create and fill a temporary part-time clerk typist for one (1) year for, GR 10 not to exceed \$10,000.00 for a 12 month period. Motion to approve by W. Hughes, Jr., seconded by E. Young, motion carried. Refer to Finance.

Resolution Request – Authorization to extend the Assistant Deputy Clerk Position until the end of March 2014 while training of a new Deputy Clerk takes place. Motion to approve by E. Young, seconded by R. Knott, motion carried. Refer to Finance.

With no further business there was a motion to adjourn at 2:16 P.M. made by E. Young, seconded by P. Grattan, motion carried.

.1 Committee

Matt Murell, Chariman

Ray Staats

Ronald Knott

Elizabeth Young

Patrick Grattan

William Hughes, Jr.

Arthur Bassin