



Resolution
Board of Supervisors
County of Columbia
New York

RESOLUTION NO. 81-2012

DATE: March 14, 2012

BY SUPERVISOR _____
HEALTH/ MEDICAL SERVICES COMMITTEE
CHAIRMAN: LAWRENCE ANDREWS

**AUTHORIZING THE DEPARTMENT OF HUMAN SERVICES TO ABOLISH THE
CLERK TYPIST POSITION GRADE 10, 2012 BASE SALARY \$31,391.00 AND TO CREATE
AND FILL AN ACCOUNT CLERK POSITION, GRADE 10B, 2012 BASE SALARY \$32,953.00
WITH AN INCREASE TO THE BUDGET OF \$1,562.00**

UPON, recommendation of the Health/ Medical Services Committee at a meeting held on the 17th day of January 2012, the Budget and Salary Review Committee at a meeting held on the 23rd day of February 2012, and the Finance Committee at a meeting held on the 6th day of March 2012;

WHEREAS, the number of units of services provided by CCMHC has increased from 12,982 to 18,775 in 2011; and

WHEREAS, the increased number of units and services requiring the Department of Human Services to add an additional front office window to provide timely check-in and check-out service to the clients; and

WHEREAS, the department must document that the length of each and every service matches the State regulation for the amount of time assigned to that service and delays at the window cause delays and affect our ability to properly bill; and

WHEREAS, the front window is open 49 hours per week; and

NOW, THEREFORE BE IT

RESOLVED, that the Department of Human Services is hereby authorized to abolish the Clerk Typist position Grade 10, 2012 Base salary \$31,391.00 and to Create and Fill An Account Clerk Position, Grade 10B, 2012 Base Salary \$32,953.00 with an increase to the budget of \$1,562.00; and be it further

RESOLVED, that certified copies of this resolution be forwarded to the Human Services Department, the Civil Service Commission, the Human Resources Department, the Payroll/Accounts Payable Department, the Columbia County Attorney and the Columbia County Treasurer.

Approved:

County Attorney

**Resolution
Committee**

