



Resolution
Board of Supervisors
County of Columbia
New York

RESOLUTION NO. 161 -2012

DATE: May 9, 2012

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

**AUTHORIZATION FOR THE DIRECTOR OF COMMUNITY SERVICES TO HIRE
A PT ACCOUNT CLERK GR10B FOR THE NEW SATELLITE OFFICE**

UPON, recommendation of the Health/ Medical Services Committee at a meeting held on the 17th day of April 2012, the Budget and Salary Review Committee on the 26th day of April 2012, and the Finance Committee at a meeting held on the 1st day of May 2012;

WHEREAS, the Department of Human Services/Behavioral Health Center has a need to expand and open a satellite office in Valatie, NY, and

WHEREAS, the Department of Human Services/Behavioral Health Center will need office help to run the office each week for 17 hours per week, and

WHEREAS, the Department of Human Services/Behavioral Health Center has a part time Account Clerk position, Grade 10B available in the 2012 budget for \$15,000 per year;

NOW, THEREFORE BE IT

RESOLVED, that the Department of Human Services/Behavioral Health Center is authorized to hire a part time Account Clerk, Grade 10B, for 17 hours per week at a base rate of \$18.0367 (Step 1 \$15.3311)/per hour, to staff the new satellite office in Valatie; and be it further

RESOLVED, that by union contract the employee will accrue no benefits but is eligible for a bonus based on number of hours worked; and be it further

RESOLVED, that the 2012 budget has this position budgeted at no more than \$15,000 for the year and this position will be paid for by the revenue generated in the satellite office; and be it further

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

Approved:

County Attorney

**Resolution
Committee**

