

**MINUTES
PERSONNEL COMMITTEE
NOVEMBER 30, 2016**

<u>Committee Members</u>	<u>Present at Meeting</u>
Kristine A. Singer, Chair Pamela Helming David B. Baker Peter Ingalsbe Dominick Vedora Andrew Wickham (Necessarily Absent)	Mary Krause, Brian Young, Denise Morley, Julie Hoffman, Sherman Manchester, Melanie Steger, Jene Trimm, Mary Gates, Lea Nacca, Undersheriff Tillman, Eileen Tiberio, Steve Healy, and Sandy Seeber.

Chairperson Singer called the meeting to order at 1:00 p.m.

MINUTES:

1. *Supervisor Baker made a motion to approve the November 9, 2016 Personnel Committee minutes. The motion was seconded by Supervisor Helming. Motion carried unanimously.*

SAFETY:

2. Mr. Manchester reviewed the Safety Report with the Committee.

Supervisor Vedora made a motion to accept the Safety Report. The motion was seconded by Supervisor Baker. Motion carried unanimously.

EMPLOYMENT & CIVIL SERVICE:

3. Undersheriff Tillman requested approval to create one Correction Officer (DBL) position for the Office of Sheriff for a period not to exceed 90 days.
4. Ms. Tiberio requested approval to create one Social Welfare Examiner (DBL) position for the Department of Social Services for a period not to exceed 90 days.

Supervisor Baker made a motion to create a position of Correction Officer (DBL) in the Office of Sheriff and a position of Social Welfare Examiner (DBL) in the Department of Social Services as a block. The motion was seconded by Supervisor Helming. Motion carried unanimously.

5. Ms. Krause requested approval of the FLCC Professional Association and FLCC G.R.A.D.E. Collective Bargaining Agreements for September 1, 2016-August 31, 2018. The FLCC Professional Association Agreement is contingent pending the approval of the Board of Trustees. The FLCC G.R.A.D.E. Agreement is contingent pending ratification by the Unit and the approval of the Board of Trustees.

Supervisor Vedora made a motion to approve the FLCC Professional Association Agreement for September 1, 2016-August 31, 2018 contingent on the Board of Trustees approval and the FLCC G.R.A.D.E. Agreement for September 1, 2016-August 31, 2018 contingent on the ratification by the Unit and the approval of the Board of Trustees. The motion was seconded by Supervisor Ingalsbe. Motion carried unanimously.

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INFORMATION ITEMS:

Ms. Morley had the following Human Resource updates:

- The annual compliance training has started with a completion goal before the end of the year. Next year the compliance training will start in September.
- Two Human Resources employees have completed the three-week New York State Civil Service Institute in Albany.
- The county's waste diversion rate reached 39% in October. The county also recycled 100 print cartridges in October. The Eco-Hero Committee has been discussing the possibility of having an Eco-Fair on Earth Day 2017.

LABOR RELATIONS:

At 1:06 p.m., Supervisor Vedora made a motion for the Personnel Committee to adjourn and reconvene in executive session to discuss employment of a particular person(s) and collective negotiations pursuant to Article XIV of the Civil Service Law. The motion was seconded by Supervisor Ingalsbe. Motion carried unanimously.

At 1:14 p.m., Supervisor Vedora made a motion for the Personnel Committee to leave executive session and reconvene in regular session. The motion was seconded by Supervisor Helming. Motion carried unanimously.

Being no further discussion, Supervisor Baker made a motion to adjourn the meeting at 1:14 p.m. The motion was seconded by Supervisor Helming. Motion carried unanimously.

Respectfully submitted,



Emily Marshall
Secretary I