



Sullivan County Personnel Committee

July 9, 2019 AGENDA
12:00 PM

Committee Members:

Nadia Rajsz, Chair Scott Samuelson, Vice Chair Alan Sorensen Ira Steingart Catherine Owens

Call to Order

Comments:

Reports:

1. Personnel

Resolution:

1. **To Modify Resolution No. 223-19 by Modifying the Commencement Date of the Student Intern Position.**
2. **To Create Intern Position in Real Property Tax.**
3. **To create a new position in the District Attorney's Office.**

Public Comment

Adjourn



**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Personnel Committee

Fr: Freda Eisenberg, Commissioner

Re: Modify Resolution No. 223-19 by Modifying the Commencement Date of the Student Intern Position

Date: July 9, 2019

Purpose of Resolution:

To modify Resolution No. 223-19 by modifying the commencement date of the Student Intern position in the Division of Planning, Community Development and Real Property.

Is subject of Resolution mandated? No

Explain:

Is this a renewal of a prior contract? No

Date of prior contract?

Amount authorized by prior contract: \$

Does Resolution require expenditure of funds? Yes

If "Yes", provide the following information

Amount to be authorized by Resolution: \$3,330.00

Are funds already budgeted? Yes

If "Yes" specify appropriation code(s): A-8020-90-10-1011

If "No", specify proposed source of funds:

Estimated Cost Breakdown by Source

County: \$

Grant(s): \$

State: \$

Other: \$

Federal Government:\$

(Specify):

Specify Compliance with Procurement Procedures:

N/A

Person(s) responsible for monitoring contract (Title): Freda Eisenberg Commissioner

RESOLUTION INTRODUCED BY THE PERSONNEL COMMITTEE TO MODIFY RESOLUTION NO. 223-19 BY MODIFYING THE COMMENCEMENT DATE OF THE STUDENT INTERN POSITION

WHEAREAS, the Sullivan County Legislature authorized the creation of a Student Intern position and the appointment of a qualified individual in Resolution No. 223-19; and

WHEAREAS, Resolution No. 223-19 did not state a commencement date of the Intern's employment and that omission needs to be rectified.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby modifies Resolution No. 223-19 for the creation of a Student Intern position in the Division of Planning, Community Development & Real Property with a salary set at the NYS minimum wage of \$11.10 per hour; and

BE IT FURTHER RESOLVED, that the effective date of the commencement of employment shall be retroactive to May 27, 2019.



**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Personnel Committee

Fr: Edward Homenick, Director

Re: Create Intern Position in Real Property Tax

Date: July 9, 2019

Purpose of Resolution:

To create a Student Intern position in the Real Property Tax Dept.

Is subject of Resolution mandated? No Explain:

Is this a renewal of a prior contract? No

Date of prior contract? <Insert Dates Here>

Amount authorized by prior contract \$<Insert Amount Here>

Does Resolution require expenditure of funds? Yes

If "Yes", provide the following information

Amount to be authorized by Resolution: \$835

Are funds already budgeted? Yes

If "Yes" specify appropriation code(s): <Insert Code(s) Here>

If "No", specify proposed source of funds:

Estimated Cost Breakdown by Source

County: \$835

Grant(s): \$<Insert Amount Here>

State: \$<Insert Amount Here>

Other: \$<Insert Amount Here>

Federal Government:\$<Insert

(Specify):

Here>

Specify Compliance with Procurement Procedures:

N/A

Person(s) responsible for monitoring contract (Title): Edward Homenick Director

RESOLUTION INTRODUCED BY THE PERSONNEL COMMITTEE TO CREATE A STUDENT INTERN POSITION IN THE OFFICE OF REAL PROPERTY TAX SERVICES

WHEREAS, the Director of Real Property Tax Services has requested that a position within the office be created to allow for the use of a Student Intern for up to 75 hours during the months of July and August 2019; and

WHEREAS, the new position will allow for the aid of development of GIS applications within the county; and

WHEREAS, the proposed new position complies with Civil Service rules and regulations.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of a Student Intern position in the Office of Real Property Tax Services with a salary set at the NYS minimum wage of \$11.10 per hour; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the appointment of a qualified individual effective immediately.



**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Personnel Committee

Fr: James Farrell, District Attorney

Re: CREATE A NEW POSITION DA'S OFFICE - CAC

Date: July 9, 2019

Purpose of Resolution:

To create a new position in the District Attorney's Office

Is subject of Resolution mandated? Explain:

<Insert Explanation Here>

Is this a renewal of a prior contract? No

Date of prior contract? N/A

Amount authorized by prior contract \$<Insert Amount Here>

Does Resolution require expenditure of funds? Yes

If "Yes", provide the following information

Amount to be authorized by Resolution: \$42,224.00

Are funds already budgeted? No

If "Yes" specify appropriation code(s): <Insert Code(s) Here>

If "No", specify proposed source of funds: New York State grant

Estimated Cost Breakdown by Source

County: \$<Insert Amount Here>

Grant(s): \$<Insert Amount Here>

State: \$42,224.00

Other: \$<Insert Amount Here>

Federal Government:\$<Insert

(Specify):

Here>

Specify Compliance with Procurement Procedures:

N/A

Person(s) responsible for monitoring contract (Title): James Farrell District Attorney

RESOLUTION INTRODUCED BY THE PERSONNEL COMMITTEE TO CREATE A NEW POSITION IN THE DISTRICT ATTORNEY'S OFFICE

WHEREAS, the District Attorney has requested that a Sullivan County Child Advocacy Center Coordinator position be created; and

WHEAREAS, the new position being created will have the responsibility for the successful functioning of the Child Advocacy Center ("CAC") and Multi-Disciplinary Team ("MDT") and will maximize team relations among inter-agency partners who will engage in joint investigations and the handling of child abuse, sexual assault and neglect cases; and

WHEREAS, the District Attorney's Office has been awarded a grant from the State of New York to fund this position; and

WHEAREAS, the proposed new position complies with Civil Service rules and regulations.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of a Child Advocacy Center Coordinator in the District Attorney's Office and sets the salary at a Grade X on the Teamsters Local 445, International Brotherhood of Teamsters, salary schedule; and

BE IT FURTHER RESOLVED, should the state grant funding that supports this position be eliminated, the position shall be abolished, and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the appointment of a qualified individual consistent with grant funding