

## WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **PERSONNEL**

DATE: **MARCH 16, 2011**

**Committee Members Present:**

Supervisors  
Conover  
Kenny  
VanNess  
Belden  
Goodspeed  
Sokol  
Merlino  
Taylor  
Strainer

**Others Present:**

Daniel G. Stec, Chairman of the Board  
Paul Dusek, County Attorney/Administrator  
Joan Sady, Clerk of the Board  
Kevin Geraghty, Budget Officer  
Supervisor Bentley  
Supervisor Champagne  
Supervisor McCoy  
Supervisor Thomas  
Supervisor Wood  
Kathy Barrie, Personnel Officer  
Frank O'Keefe, County Treasurer  
Sheila Weaver, Commissioner, Department of Social Services  
Don Lehman, *The Post Star*  
Amanda Allen, Sr. Legislative Office Specialist

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Mr. Conover called the Personnel Committee meeting to order at 10:45 a.m.

Motion was made by Mr. Belden, seconded by Mr. Sokol and carried unanimously to approve the minutes of the March 9, 2011 Committee meeting, subject to correction by the Clerk of the Board.

Mr. Conover announced that although no agenda had been prepared for the meeting, there were three items for discussion, all of which would be addressed during an executive session. At Mr. Conover's request, Paul Dusek, County Attorney/ Administrator explained that the issues to be considered fell under three separate categories, those being collective bargaining negotiations; matters concerning the employment history and possible discipline of employees in a particular Department; and matters leading to a possible appointment to the vacant Social Services Attorney position.

Motion was made by Mr. Belden, seconded by Mr. VanNess and carried unanimously to enter into executive session to discuss the previously outlined matters pursuant to Sections 105(e) and (f) of the Public Officers Law.

Executive session was held from 10:46 a.m. to 12:35 p.m.

Upon reconvening, Mr. Conover called upon Mr. Dusek to articulate the determination made by the Committee during the executive session, relative to the vacant Social Services Attorney position.

Mr. Dusek explained the proposal, as discussed by the Committee, included appointing Patricia Nenner, 2<sup>nd</sup> Assistant County Attorney, to the position of 1<sup>st</sup> Social Services Attorney, leaving the 2<sup>nd</sup> Assistant County Attorney position vacant. He further explained that

this action would require the creation of two new positions, those being the 1<sup>st</sup> and 2<sup>nd</sup> Social Services Attorney positions, with the 2<sup>nd</sup> Social Services Attorney position being filled by the current Assistant Social Services Attorney, Anthony Jordan. Mr. Dusek noted that the base salary for the 1<sup>st</sup> Social Services would be \$64,827, *an increase of \$4,000 over the current 2<sup>nd</sup> Assistant County Attorney salary of \$60,827*, and the base salary of the 2<sup>nd</sup> Social Services Attorney would be set at \$62,077, *a \$3,000 increase over the current Assistant Social Services Attorney salary of \$59,077*. Additionally, Mr. Dusek said they had proposed that the salary associated with the 1<sup>st</sup> Assistant County Attorney position be increased from \$61,927 to \$64,927, also a \$3,000 increase, with all changes commencing on June 1, 2011. In connection with these changes, he said, the Committee had suggested they begin advertising to fill the vacant County Attorney position, with the associated salary to be determined commensurate with experience at a later date. Mr. Dusek advised they would also need to make allowances for Mrs. Nenninger to account for all of her service time with the County to apply towards the health insurance calculations to reflect ten years service, as had been allowed for other County Attorney positions; he added that this was simply an equity adjustment that would not have any significant effect.

Mr. Dusek noted there was another outstanding matter for consideration that had been discussed during the development of the 2011 Budget relating to the review of possible salary increases for non-Union employees. He said the indication had been that the issue could be reviewed during the 2011 Budget year dependent upon the financial status of the County. Mr. Dusek advised that although the finances of the County were still tremulous and required constant review, both the Department Heads and non-Union employees had gone quite some time without receiving salary increases, whereas Union members had continued to receive them annually. Therefore, he stated, he would suggest that the salaries of those employees should be reviewed over the following month with a report to be provided at the next Committee meeting.

Mr. Goodspeed questioned whether the purpose of adjusting Mrs. Nenninger's service time was to account for the appropriate years of service commensurate with County employment, regardless of full or part-time status, and Mr. Dusek replied affirmatively, noting that she would receive credit for the number of years employed with the County, just as all other employees did, towards the vesting for the health insurance program.

Mr. Taylor pointed out that the reorganization of the County Attorney's office as previously outlined by Mr. Dusek would result in the reduction of one position. Mr. Dusek confirmed Mr. Taylor's observation, noting that while the position would not be eliminated, it would remain unfilled and unfunded. In addition, Mr. Dusek advised the salary of the retiring Social Services Attorney was higher than the amount associated with the 1<sup>st</sup> Social Services Attorney position and the difference in salary would be used to fund the salary increases proposed for the remaining Social Services and County Attorney positions, based on the fact that all would be expected to assume the duties associated with the vacant 2<sup>nd</sup> Assistant County Attorney position. Mr. Goodspeed noted the net savings to the County after all reorganization and salary increases were made would be in the area of \$60,000 and Mr. Dusek responded that although there would be an initial savings, this amount would be expended, along with additional funding, to cover the base salary of the County Attorney position that would

eventually be filled. He further stated that because he was currently filling both the County Attorney and Administrator positions, no funding had been included in the 2011 Budget for the County Attorney position.

Motion was made by Mr. Goodspeed and seconded by Mr. Taylor to approve the reorganization plans for the County and Social Services Attorneys as previously outlined by Mr. Dusek, as well as to approve the adjustment in the health insurance vesture for Mrs. Nenninger.

Sheila Weaver, Commissioner of Social Services, advised that upon the retirement of the previous Social Services Attorney, they had been required to pay out approximately \$21,000 in vacation and sick time benefits. She added that even though they were re-introducing the position with a new title and lower salary, she was unsure whether funding was available within the existing Budget to cover both the position and the amount already paid out.

Chairman Stec noted that the proposed reorganization plan would be presented directly to the Board of Supervisors, rather than receiving previous Finance Committee approval as was the normal procedure, and he questioned whether any additional actions would be necessary to approve the request in light of this. Mr. Dusek replied affirmatively, stating that because the issue would not pass through the typical approval process, the Board of Supervisors would have to first waive the Rules of the Board before the matter could be considered.

Mr. Sokol said it was important to note that the Social Services Attorney positions received 75% reimbursement. Mr. Conover further noted that the savings realized in connection with unfilled positions relating to health and employee benefits packages were considerable and posed a true savings to the taxpayers of Warren County. In an effort to increase these savings, Mr. Conover opined that further consolidation should take place to reduce the number of positions in County Government as health and benefits costs would only escalate in the coming years.

Mr. Conover called the question and the motion was carried unanimously to approve the proposed reorganization and adjustment in health insurance benefits vesture for Mrs. Nenninger as previously noted and the necessary resolutions were authorized for the March 18<sup>th</sup> Board meeting.

There being no further business to come before the Personnel Committee, on motion made by Mr. Sokol and seconded by Mr. Bentley, Mr. Conover adjourned the meeting at 12:46 p.m.

Respectfully submitted,  
Amanda Allen, Sr. Legislative Office Specialist