

Finance & Personnel Committee



AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Thursday, August 4, 2022 at 2:00 p.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego

COMMITTEE MEMBERS:

John Martino, Chair	Legislator, 6 th District
Stephen Walpole, Vice Chair	Legislator, 14 th District
David Holst	Legislator, 4 th District
Linda Lockwood	Legislator, 11 th District
Laurie Mangano-Cornelius	Legislator, 17 th District
Patrick Twiss	Legislator, 13 th District
Nathan Emmons	Legislator, 15 th District

CALL TO ORDER:

- Pledge of Allegiance

APPROVAL OF MINUTES:

- Approval of minutes for the Finance & Personnel Committee's Regular Meeting on July 7, 2022

RESOLUTIONS:

GOVERNMENT, COURTS AND CONSUMER AFFAIRS COMMITTEE

- GC-2** Resolution Authorizing Budget Modification Board of Elections
- GC-3** Resolution Increasing Petty Cash Funds in the Motor Vehicles Offices
- GC-4** Resolution Allocating Funds Made Available to the County of Oswego Through the American Rescue Plan Act to Certain Sub-Recipients and Beneficiaries

PUBLIC SAFETY COMMITTEE

- PS-1** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer from Insurance Recovery (Treasurer's Office) to Automotive Supplies and Repair (Road Division)
- PS-2** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer from Federal Aid and Other Public Safety (Corrections Division) to Repairs-Building & Prop. (Corrections Division)

- PS-3** Resolution Accepting Grant from the Oswego County ATV Club, Inc. Regarding Enhanced ATV Safety and Enforcement
- PS-4** Resolution Authorizing Budgetary Modification Emergency Management Office Transfer from Insurance Recovery (Treasurer's Office) to Other Equipment (Emergency Management)
- PS-5** Resolution Authorizing the Reclassification of One Position in the District Attorney's Office

HUMAN SERVICES COMMITTEE

- HS-1** Resolution Authorizing Budget Modification Youth Bureau — Additional City of Oswego Funds
- HS-2** Resolution Authorizing Budget Modification Department of Social Services to Accept Federal Funds for the Transportation Incentive Program
- HS-3** Resolution Authorizing the Creation of One Position in the Department of Social Services

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE

- EP-1** Resolution Authorizing Budgetary Modification Department of Community Development, Tourism and Planning, Capital Project No. 95

HEALTH COMMITTEE

- HE-1** Resolution Authorizing Health Department – Reclassification of Account Clerk Position to Typist

INFRASTRUCTURE, FACILITIES & TECHNOLOGY COMMITTEE

- IT-1** Resolution Authorizing Creation of Capital Project No. C0322 – B&G Roof Replacement from Capital Reserve No. 21 – Building Renovations
- IT-2** Resolution Authorizing Budgetary Modification Department of Solid Waste – Gasoline & Oil
- IT-3** Resolution Amending Resolution No. 188 of 2022 Regarding Capital Project No. 0222
- IT-4** Resolution to Close Capital Project No. 182 Energy Consumption and Reduction Project
- IT-5** Resolution Authorizing Creation of Capital Project No. C0422 – LOB Elevator Replacement from Capital Reserve No. 21 – Building Renovations

FINANCE & PERSONNEL COMMITTEE

- None

COMMITTEE REVIEW & DECISIONS:

- Salary for Assistant District Attorney Position

REPORTING DEPARTMENTS:

- Personnel Position Vacancy Report
 - Vacancy Reports/Employee Counts/Employees on Leaves of Absence/Current Exams
- Administration
 - Department Updates
- Treasurer
 - Department Updates
- Purchasing
 - Department Updates

ADJOURNMENT:

Finance & Personnel Committee

DRAFT



MINUTES - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Thursday, July 7, 2022 at 2:00pm

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

COMMITTEE MEMBERS:

John Martino, Chair	Legislator, 6 th District	Present
Stephen Walpole, Vice Chair	Legislator, 14 th District	Present
David Holst	Legislator, 4 th District	Present
Linda Lockwood	Legislator, 11 th District	Present
Laurie Mangano-Cornelius	Legislator, 17 th District	Present
Patrick Twiss	Legislator, 13 th District	Present
Nathan Emmons	Legislator, 15 th District	Present

Staff & Guests:

Phil Church	Julie Bell	Carl Schmidt	Shannele Porter
Marti Babcock	Brain Chetney	Kevin Gardner	Rick Doten
Holly Carpenter	Chris Baldwin	Shawn Walker	Shane Law
James Weatherup	Stacy Alvord	David Turner	

CALL TO ORDER:

A Regular Meeting of the Finance and Personnel Committee was called to order at 2:07 pm by Committee Chair John Martino with the Deputy Clerk of the Legislature Present. The meeting commenced with the Pledge of Allegiance.

APPROVAL OF MINUTES:

Motion to approve the meeting minutes: Legislator Emmons

Second: Legislator Lockwood

Vote: Unanimous, motion carried

The minutes for the Finance & Personnel Committee Regular Meeting on June 2, 2022 and Special Meeting on June 9, 2022

RESOLUTIONS:

GOVERNMENT, COURTS AND CONSUMER AFFAIRS COMMITTEE

GC-6 Resolution Authorizing Position Reclassification County Clerk – Motor Vehicle
Motion to approve: Legislator Walpole
Second: Legislator Mangano
Vote: Unanimous, motion carried

- GC-7** Resolution Authorizing Budgetary Modification County Attorney's Office – Liability & Other Insurance
Motion to approve: Legislator Walpole
Second: Legislator Emmons
Vote: Unanimous, motion carried
-

PUBLIC SAFETY COMMITTEE

- PS-1** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer from Insurance Recovery (Treasurer's Office) to Automotive Equipment (Road Division) – Ford Explorer
Motion to approve: Legislator Mangano
Second: Legislator Emmons
Vote: Unanimous, motion carried
- PS-2** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer from Insurance Recovery (Treasurer's Office) to Automotive Equipment (Road Division) – Nissan
Motion to approve: Legislator Emmons
Second: Legislator Lockwood
Vote: Unanimous, motion carried
- PS-3** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer from Insurance Recovery (Treasurer's Office) to Other Equipment (Emergency Management) -- Drone
Motion to approve: Legislator Walpole
Second: Legislator Lockwood
Vote: Unanimous, motion carried
- PS-4** Resolution Authorizing Budgetary Modification Sheriff's Office Transfer from Insurance Recovery (Treasurer's Office) to Automotive Equipment (Road Division) – Ford Utility Police Interceptor
Motion to approve: Legislator Mangano
Second: Legislator Emmons
Vote: Unanimous, motion carried
- PS-6** Resolution Authorizing Budgetary Modification E911 -- Overtime
Motion to approve: Legislator Walpole
Second: Legislator Lockwood
Vote: Unanimous, motion carried
- PS-7** Resolution Authorizing the Amendment of the Management Compensation Plan to Provide Stipend for Additional Duties Performed by Members of the District Attorney's Office
Motion to amend to reflect expiration of management compensation plan:
Legislator Walpole
Second: Legislator Mangano
Vote: Unanimous, motion carried

Motion to approve as amended: Legislator Walpole
Second: Legislator Mangano
Vote: Unanimous, motion carried

PS-8 Resolution Authorizing the Reclassification of One Position in the District Attorney's Office

Motion to approve: Legislator Mangano

Second: Legislator Walpole

Vote: Unanimous, motion carried

HUMAN SERVICES COMMITTEE

Motion to move HS-1, HS-2 and HS-4 as a Block: Legislator Walpole

Second: Legislator Mangano

Vote: Unanimous, motion carried

HS-1 Resolution Authorizing Creation of One Position in the Department of Social Services – Social Welfare Examiner

HS-2 Resolution Authorizing Reclassification of One Position in the Department of Social Services – Community Services Worker to Social Welfare Examiner

HS-4 Resolution Authorizing the Creation of Four (4) Positions within DSS Services Unit

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE

EP-2 Resolution Amending Capital Project #80, Oswego County Government Website Project

Motion to approve: Legislator Walpole

Second: Legislator Mangano

Vote: Unanimous, motion carried

HEALTH COMMITTEE

- **NONE**

INFRASTRUCTURE, FACILITIES & TECHNOLOGY COMMITTEE

IT-2 Resolution Appointing Director of Solid Waste Programs

Motion to amend to reflect salary Step 6, Grade 80 (\$95,347): Legislator Walpole

Second: Legislator Mangano

Vote: Unanimous, motion carried

Motion to approve as amended: Legislator Lockwood

Second: Legislator Walpole

Vote: Unanimous, motion carried

IT-3 Resolution Appointing a Superintendent of Highways in and for the County of Oswego Pursuant to New York State Highway Law §100 and County Law §400(4)(a)

Motion to amend to reflect salary Step 4, Grade 80 (\$92,550): Legislator Walpole

Second: Legislator Mangano

Vote: Unanimous, motion carried

Motion to approve as amended: Legislator Walpole
Second: Legislator Lockwood
Vote: Unanimous, motion carried

IT-4 Resolution Authorizing Budget Modification Highway – Gas and Oil
Motion to approve: Legislator Walpole
Second: Legislator Lockwood
Vote: Unanimous, motion carried

IT-5 Resolution Authorizing Budget Modification Airport
Motion to approve: Legislator Walpole
Second: Legislator Mangano
Vote: Unanimous, motion carried

IT-9 Resolution Authorizing Creation Of One Temporary Position In The Highway Department

Motion to approve: Legislator Walpole
Second: Legislator Emmons
Vote: Unanimous, motion carried

IT-10 Resolution Accepting An FAA Grant And Establishing Capital Project #0522 To Replace And Relocate The Rotating Beacon At The Oswego County Airport

IT-11 Resolution Accepting An FAA Grant And Establishing Capital Project #0622 To Rehabilitate Taxiways B & D At The Oswego County Airport

IT-12 Resolution Increasing Capital Project # 0222 To Rehabilitate Runway 6-24 (Construction Phase) At The Oswego County Airport

Motion to approve IT-10, IT-11 and IT-12 as a block: Legislator Walpole
Second: Legislator Lockwood
Vote: Unanimous, motion carried

FINANCE & PERSONNEL COMMITTEE

FP-1 Resolution Authorizing Budget Modification Oswego County Clerk's Office to Transfer Funds into County Clerk's Additional Hours

Motion to approve: Legislator Walpole
Second: Legislator Mangano
Vote: Unanimous, motion carried

COMMITTEE REVIEW & DECISIONS:

Committee approves Department of Social Services request to set salary for Director of Services. Motion made by Legislator Walpole, Second from Legislature Emmons, motion carries with unanimous approval.

REPORTING DEPARTMENTS:

- Personnel Position Vacancy Report

-Julie Bell, Director of Human Resources presented a verbal report including vacancy reports, employee counts, and exam offerings

- Administration
 - County Administrator, Phil provided a verbal report
- Treasurer
 - Treasurer Kevin Gardner provided a verbal report and provided a handout on budget report and sales tax
- Purchasing
 - Purchasing Director Holly Carpenter provided a verbal department update

ADJOURNMENT:

Motion to adjourn at 2:39 p.m.: Legislator Walpole

Second: Legislator Emmons

Vote: Unanimous, motion carried

DRAFT

Matthew Reitz
Deputy Clerk of the Legislature

RESOLUTION NO.

August 11, 2022

RESOLUTION AUTHORIZING BUDGET MODIFICATION BOARD OF ELECTIONS

By Legislator David Holst:

WHEREAS, The Board of Election requires a funds to pay for a truck rental to deliver and pickup voting machines and election equipment for the August 23, 2022 Primary Election and November 8, 2022 General Election.

NOW, Upon recommendation of the Government, Courts and Consumer Affairs Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



BOARD OF ELECTIONS

COUNTY OF OSWEGO
185 EAST SENECA STREET BOX 9
OSWEGO, NEW YORK 13126
FAX (315-349-8357)



Laura Brazak, Commissioner
315-349-8350
(Signature)

Carol M. Bickford, Commissioner
315-349-8351
(Signature)

DATE: July 18, 2022
TO: P.R. Church, County Administrator
FROM: Peggy Bickford/Laura Brazak
SUBJECT: Budget Modification

Attached please find budget modification to cover cost of Trucking for the August 23, 2022 Congressional Primary and November 8, 2022 General Election.

Your approval is respectfully requested.

7/18/2022

COUNTY TREASURER	DATE
PERSONNEL DIRECTOR	DATE
COUNTY ADMINISTRATOR	DATE
DEPARTMENT HEAD	7/18/2022

RESOLUTION NO.

August 11, 2022

**RESOLUTION INCREASING PETTY CASH FUNDS IN THE
MOTOR VEHICLE OFFICES.**

By Legislator David Holst:

WHEREAS, this legislative body has previously authorized the establishment of petty cash funds, Pursuant to §371 of the County Finance Law, and

WHEREAS, the authorized amounts in the Motor Vehicle Offices are now as follows:

OSWEGO	\$1000.00
FULTON	\$1000.00
PULASKI	\$1000.00

WHEREAS, due to the increase in the number of processing terminals at the Oswego Motor Vehicle Office and the increase in the amount of transactions that we are processing we are in need of an increase in the pretty cash amount.

NOW, upon recommendation of the Government, Courts & Consumer Affairs Committee of this body, and with the approval of the Finance & Personnel Committee, be it

RESOLVED, that the Oswego County Legislature hereby authorizes and increases petty cash fund in the following amount for the Oswego Motor Vehicle Office \$500 for a total of \$1500 and be it further

RESOLVED, that the administration of said petty cash funds shall be in accordance with the provisions of §371 of the County Finance Law, be it further

RESOLVED, that this resolution shall be effective upon adoption and the Clerk of the Legislature shall provide a copy of said Resolution to the County Treasurer as his authorization to increase said accounts.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



OSWEGO COUNTY CLERK'S OFFICE

46 EAST BRIDGE STREET, OSWEGO, NEW YORK 13126

Phone 315-349-8621 315-349-8383 (Fax)

CATHY M. SHARKEY
SUPERVISOR – MOTOR VEHICLES
DMV OFFICES
OSWEGO/FULTON/PULASKI

Terry M. Wilbur
COUNTY CLERK
CLERK OF SUPREME
AND COUNTY COURTS

MATTHEW BACON
DEPUTY CLERK
Nancy L. Belcher
DEPUTY CLERK OF OPERATIONS

August 11, 2022

Informational Memorandum

Subject: Increase the petty cash for Oswego Motor Vehicle

Purpose: Increase the amount of petty cash at the Oswego Motor Vehicle by \$500 to \$1500 at this location only.

Summary:

Increasing the petty cash fund in the Oswego Motor Vehicle office to \$1500.00 will help as we have an increased number of terminals open to help alleviate long lines at this location. The current fund allotments and the additional money needed for this DMV office is:

OSWEGO: \$1000.00 (+\$500.00)

Total additional petty cash funds requested = \$500.

Recommended

Action: The Government, Courts & Consumer Affairs Committee approve and authorize this increase.

RESOLUTION NO.

August 11, 2022

**RESOLUTION ALLOCATING FUNDS MADE AVAILABLE TO THE COUNTY OF
OSWEGO THROUGH THE AMERICAN RESCUE PLAN ACT TO CERTAIN SUB-
RECIPIENTS AND BENEFICIARIES**

By Legislator David Holst:

WHEREAS, the United States Congress, through the U.S. Department of the Treasury created and funded the American Rescue Plan Act (ARPA) with the intent to help mitigate the physical and financial hardships of the COVID-19 Pandemic that negatively impacted communities across America, and

WHEREAS, Congress entrusted the disbursement and use of the funds within the ARPA to local governments across the country based on their direct knowledge of their respective communities and the residents and businesses within them, and

WHEREAS, the Treasury has provided significant guidance as to the appropriate and eligible uses of the ARPA funds, and

WHEREAS, Oswego County has developed a process for the evaluation of the needs within the County that included consultation with various stakeholder groups that are representative of the community at large, and

WHEREAS, the County has received requests for financial support from individuals, organizations, and businesses throughout the County, and

WHEREAS, the Chairman of this body established a Taskforce for the purpose of reviewing these proposals and making recommendations to the Legislature for appropriate actions that are consistent with the eligibility and use guidance issued by the U.S. Treasury, and

WHEREAS, the “projects” attached hereto on Schedule A have also been reviewed by the respective jurisdictional committees of this body at their regularly scheduled public meetings, then therefore be it and it is hereby

RESOLVED, that, the Oswego County Legislature finds the disbursements identified on Schedule A to be consistent with the intent of the ARPA and eligible under the guidance issued by the U.S. treasury, be it further

RESOLVED, that these disbursements are authorized subsequent to the acceptance of the contract terms and conditions developed for each of these respective entities which will be consistent with the obligations that Oswego County incurs for the use of the ARPA funds and continued compliance with same, and be it further,

RESOLVED, that the Chairman of the Legislature and County Treasurer be and are hereby authorized to execute any and all documents that may be necessary to access and disburse these funds.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

ARPA Request Fulton Police Department — \$30,000

The Fulton Police Department proposes to create two satellite offices, one on each side of the Oswego River. The east side office would be within a qualified census tract and the west side office would be in the general proximity of the high school. The offices would not be manned 24/7 but available to on-duty law enforcement individuals for access to Wi-Fi and other appropriate law enforcement amenities. The locations would create a law enforcement presence in two neighborhoods that would benefit from the extra sense of security and provide a backup location for Fulton police in the event the department's headquarters would be inaccessible. Initial request was for \$40,000 of a \$60,000 project to purchase equipment for the facilities.

AGENDA# PS-1

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S
OFFICE TRANSFER FROM INSURANCE RECOVERY (TREASURER'S OFFICE)
TO AUTOMOTIVE SUPPLIES AND REPAIR (ROAD DIVISION)**

By Legislator Marc Greco:

Upon recommendation of the Public Safety and Emergency Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



OSWEGO COUNTY SHERIFF'S OFFICE



ADMINISTRATION
(315) 349-3307
FAX (315) 349-3483

ROAD PATROL
(315) 349-3411
FAX (315) 349-3303

CRIMINAL INVESTIGATION
(315) 349-3318
FAX (315) 349-3317

DONALD R. HILTON
SHERIFF

JOHN F. TOOMEY
UNDERSHERIFF
MICHAEL R. BENJAMIN
JAIL ADMINISTRATOR

CIVIL DIVISION
(315) 349-3302
FAX (315) 349-3373
1-800-582-7583
JAIL DIVISION
(315) 349-3300
FAX (315) 349-3349

39 Churchill Road, Oswego, New York 13126-6613

INFORMATIONAL MEMORANDUM

DATE: July 6, 2022

SUBJECT: Vehicle Repair from the Insurance Recovery Fund

SUMMARY: A request is being made to transfer funds from the Insurance Recovery Fund (A1325.426800) in the amount of \$5,241.63 into Automotive Supplies and Repair (A3110.544100) to repair one 2021 Ford Utility Police Interceptor that collided with a deer. Attached is a copy of the claim check sent from New York Municipal Insurance Reciprocal.

RECOMMENDED

ACTION: The Sheriff's Office respectfully requests your review and approval of this request.

NEW YORK MUNICIPAL INSURANCE RECIPROCAL

DATE ISSUED 6/23/22

CHECK NO. 0000123795

Description	Check Amount
Claim No: OSWEG-2022-025-001, Commercial Automobile Comprehensive/Glass, Invoice No: First and Final - Claimant: Oswego County DOL: 6/5/2022, 2021 Ford Explorer Vin: 3956 less \$500 ded	\$5,241.63
CHECK TOTAL	\$5,241.63

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BACKGROUND AND A WATERMARK PATTERN ON THE BACK - HOLD AT ANGLE TO VIEW

NEW YORK MUNICIPAL INSURANCE RECIPROCAL

CHECK NO. 0000123795

119 WASHINGTON AVENUE
ALBANY, NY 12210

KEY BANK OF NEW YORK
99 WASHINGTON AVENUE, ALBANY, NY 12210
TWIN-TOWERS OFFICE

29-7
213

DATE
6/23/22

PAY: Five thousand two hundred forty one and 63/100 Dollars

TO THE ORDER OF OSWEGO COUNTY

CHECK AMOUNT
\$*****5,241.63

MAIL TO OSWEGO COUNTY
46 EAST BRIDGE STREET
OSWEGO, NY 13126

Paul A. B...
...

0000123795 021300077 325680004174 SIGNATURE HAS A COLORED BACKGROUND

Date: July 6, 2022

FROM
(OR REVENUE)

COMMITTEE SIGNATURES

DATE _____

DATE _____

DATE _____

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION SHERIFF'S
OFFICE TRANSFER FROM FEDERAL AID OTHER PUBLIC SAFETY
(CORRECTIONS DIVISION) TO REPAIRS-BUILDING &PROP. (CORRECTIONS
DIVISION)**

By Legislator Marc Greco:

Upon recommendation of the Public Safety and Emergency Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



ADMINISTRATION
(315) 349-3307
FAX (315) 349-3483

ROAD PATROL
(315) 349-3411
FAX (315) 349-3303

CRIMINAL INVESTIGATION
(315) 349-3318
FAX (315) 349-3317

OSWEGO COUNTY SHERIFF'S OFFICE

DONALD R. HILTON
SHERIFF



39 Churchill Road, Oswego, New York 13126-6613

JOHN F. TOOMEY
UNDERSHERIFF
MICHAEL R. BENJAMIN
JAIL ADMINISTRATOR



CIVIL DIVISION
(315) 349-3302
FAX (315) 349-3373
1-800-582-7583

JAIL DIVISION
(315) 349-3300
FAX (315) 349-3349

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification Request

DATE: July 20, 2022

PURPOSE: To transfer funding received from United States Marshalls into a Repair line for the Oswego County Correctional Facility.

SUMMARY: The Sheriff's Office requests permission to transfer funds from revenue line A3150.443890 (Federal Aid Other Public Safety) in the amount of \$219,646.00 (This is the amount billed to date for housing Federal Inmates) into expense line A3150.541200 (Repairs to Building & Property project line). The funds were received for Housing Federal Inmates through July 2022. These funds were not a 2022 budgeted revenue line. We are requesting this revenue be utilized to fund a project line for the purpose of upgrading the Officers workstations in the Correctional Facility. These workstations are in desperate need of upgrading. They are the original workstations, which are over 25 years old.

**RECOMMENDED
ACTION:**

The Sheriff's Office respectfully recommends the approval of this budget modification.

COUNTY OF OSWEGO

[illegible]

COMMITTEE SIGNATURES

DATE _____

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

DEPARTMENT HEAD

DATE _____

RESOLUTION NO.

August 11, 2022

RESOLUTION ACCEPTING GRANT FROM THE OSWEGO COUNTY ATV CLUB, INC. REGARDING ENHANCED ATV SAFETY AND ENFORCEMENT

By Legislator Marc Greco:

WHEREAS, There are 4,615 all-terrain vehicles registered within Oswego County; and

WHEREAS, The vast majority of owners are responsible and comply with laws regarding speed, use and other requirements such as registration and insurance, some, however, do not; and

WHEREAS, the Oswego County ATV Club, Inc. has 2,000 members and wishes to donate to the Oswego County Sheriff's Office to promote ATV safety and enforcement of laws pertaining to the use of ATVs by way of enhanced patrols along public roadways and county-owned trails; and

WHEREAS a resolution is both necessary and desirable, now, therefore be it

RESOLVED, upon the recommendation of the Public Safety Committee of this body, it is hereby,

RESOLVED, that Oswego County hereby accepts a grant of \$1,000 from the Oswego County ATV Club, Inc. to be used by the Oswego County Sheriff's Office for enhanced ATV patrols and safety checks along county-owned trails and roadways.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



OSWEGO COUNTY SHERIFF'S OFFICE



ADMINISTRATION
(315) 349-3307
FAX (315) 349-3483

ROAD PATROL
(315) 349-3411
FAX (315) 349-3303

CRIMINAL INVESTIGATION
(315) 349-3318
FAX (315) 349-3317

DONALD R. HILTON
SHERIFF

JOHN F. TOOMEY
UNDERSHERIFF
MICHAEL R. BENJAMIN
JAIL ADMINISTRATOR

CIVIL DIVISION
(315) 349-3302
FAX (315) 349-3373
1-800-582-7583

JAIL DIVISION
(315) 349-3300
FAX (315) 349-3349

39 Churchill Road, Oswego, New York 13126-6613

INFORMATIONAL MEMORANDUM

SUBJECT: Budget Modification Request

DATE: July 18, 2022

PURPOSE: To accept and transfer funding received from the Oswego County ATV Club.

SUMMARY: The Sheriff's Office requests permission to accept funds from the Oswego County ATV Club in the amount of \$1,000 into revenue line A3110.427700 (Miscellaneous Revenue) and to transfer the funds into expenditure line A3110.511000 (Salary Expense). The funds will be used to enhance patrols along public roadways and county-owned trails.

RECOMMENDED

ACTION: The Sheriff's Office respectfully recommends the approval of this budget modification.

COUNTY OF OSWEGO

[illegible]

COMMITTEE SIGNATURES

TOTAL AMOUNT

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

DEPARTMENT HEAD

DATE _____

RESOLUTION NO.

AGENDA# PS-4

August 11, 2022

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION EMERGENCY
MANAGEMENT OFFICE TRANSFER FROM INSURANCE RECOVERY
(TREASURER'S OFFICE) TO OTHER EQUIPMENT**

By Legislator Marc Greco:

Upon recommendation of the Public Safety Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of the resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



**OSWEGO COUNTY
EMERGENCY MANAGEMENT OFFICE**

Phone (315) 591-9150

Fax: (315) 591-9176

COUNTY OFFICE BUILDING – 200 NORTH 2ND STREET, FULTON, NY 13069

Cathee Palmitesso, Director

Email: Cathleen.Palmitesso@OswegoCounty.com

Informational Memorandum

Date: August 1, 2022

To: Members of the Public Safety and Finance and Personnel Committees

From: Cathee Palmitesso, Director

Subject: Transfer Insurance Recovery to EMO Other Equipment to replace stolen equipment.

Summary: A request is being made to transfer funds from the Insurance Recovery Fund (A1325.426800) in the amount of \$1,251.00 into EMO Other Equipment (A3640.526000) to replace equipment stolen from our radiological emergency trailer stored at the NYS Fairgrounds.

Recommended

Action: The Emergency Management Office respectfully requests your review and approval of this request.

NEW YORK MUNICIPAL INSURANCE RECIPROCAL

DATE ISSUED 6/30/22

CHECK NO. 0000123932

Description	Check Amount
Claim No: OSWEG-2022-026-001, Commercial Inland Marine Unscheduled Equipment, Invoice No: Claimant: Oswego County DOL: 6/10/2022, Stolen property	\$1,251.00
CHECK TOTAL	\$1,251.00

7/12/22
sent original - Email
to Treasurer - EMO.
to copy

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BACKGROUND AND A WATERMARK PATTERN ON THE BACK - HOLD AT ANGLE TO VIEW.

NEW YORK MUNICIPAL INSURANCE RECIPROCAL

119 WASHINGTON AVENUE
ALBANY, NY 12210

KEY BANK OF NEW YORK
99 WASHINGTON AVENUE, ALBANY, NY 12210
TWIN TOWERS OFFICE

CHECK NO. 0000123932

29-7
213

DATE
6/30/22

PAY: One thousand two hundred fifty one and 00/100 Dollars

TO THE ORDER OF OSWEGO COUNTY

CHECK AMOUNT
\$*****1,251.00

MAIL TO OSWEGO COUNTY
ATTN: RICHARD MITCHELL
46 EAST BRIDGE STREET
OSWEGO, NY 13126

Richard Mitchell
Auctioneer

⑈0000123932⑈ 1:0213000771: 325680004124⑈ SIGNATURE HAS A COLORED BACKGROUND

BUDGET MODIFICATION REQUEST

8/11/2022

[illegible]

Total Amount 0.00

0.00

COMMITTEE SIGNATURES

DATE

DATE _____

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

DEPARTMENT HEAD

DATE _____

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING THE RECLASSIFICATION OF ONE POSITION
IN THE DISTRICT ATTORNEY'S OFFICE**

By Legislator Marc Greco:

WHEREAS a review of workload, staffing, and succession planning needs has been conducted; and

WHEREAS, the District Attorney has identified the need to better reflect the duties of the personnel who perform key administrative responsibilities of the Department in order to continue to ensure the delivery of efficient and effective services.

NOW, upon recommendation of the Public Safety Committee with approval of the Finance and Personnel Committee of this body, be it

RESOLVED, that position #116521901, Senior Typist, Grade 5, CSEA Bargaining Unit, be reclassified to a Paralegal, Grade 11, in the same CSEA Bargaining Unit, and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

INFORMATIONAL MEMORANDUM

Subject: Request for authorization to reclassify a Senior Typist position (CSEA Grade 5) to a Paralegal (CSEA Grade 11) within the District Attorney's Office.

Purpose: Due to increased workload created by discovery and bail reforms, and given the difficulty in recruiting and retaining Assistant District Attorneys, the DA's Office is seeking to create an additional paraprofessional position so that the office may continue to meet its obligations.

Summary: Across New York State, District Attorney Offices are having difficulty recruiting and retaining attorneys to serve as prosecutors due to the increased workload and time constraints created by discovery and bail reform. The exodus of attorneys put additional work and pressure on the remaining attorneys, making a difficult situation unbearable. The creation of the Paralegal position will help attorneys with matters that required legal training so that the office can meet its obligations within the statutorily required time frames.

Recommended Action: To authorize the proposed reclassification of the Senior Typist position (CSEA Grade 5) to Paralegal (CSEA Grade 11) within the District Attorney's Office.

Fiscal Impact: Currently, the designated employee (position 116521901) makes \$18.52/hr as a Senior Typist and would earn \$ 24.99/hr as a Paralegal. The annual salary difference is \$11,705.40.

The additional salary can be paid for with the current budget because there is a Typist Position that has been vacant for several months, and the savings from that vacancy exceed the additional pay from the new designation. I do not intend to fill the vacant Typist position and will seek to eliminate it in the 2023 budget to permit this reclassification, plus the funding of additional hours for the remaining Typists / Senior Typist. Overall, this restructuring will produce a cost savings for the County.

AGENDA# HS-1

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING BUDGET MODIFICATION YOUTH BUREAU -
ADDITIONAL CITY OF OSWEGO FUNDS**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

Oswego City-County Youth Bureau

OSWEGO COUNTY COMPLEX
70 BUNNER STREET
OSWEGO, NY 13126

(315) 349-3452
FAX (315)-349-3231



Brian Chetney Executive Director
brian.chetney@oswegocounty.com

August 11, 2022

Informational Memorandum

Purpose:

Additional 2022 City of Oswego Youth Bureau funds

Summary:

The City of Oswego passed resolution 192 on June 27, 2022, adding \$600 to the Youth Bureau budget.

The Youth Bureau also moved \$670 within its city budget. These funds were already approved in the 2022 City of Oswego operating budget. Because these funds are being moved, they need to be added to the county budget.

Recommended Action:

The department recommends the budget modification to accept the additions/changes from the City of Oswego be approved.

7/7/2022

(From)				To		
ACCOUNT NUMBER		ACCOUNT NUMBER				
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ	
A7320	438200	YCITY				
			A7320	545500		City of Oswego Add-on for youth activities (\$600.00)
						Other Supplies and Expenses \$600.00
						Additional funds from City of Oswego budget 2022
						for Youth Activities line
A7320	438200	YCITY				City of Oswego (670.00)
			A7320	545500	YCITY	Other Supplies and Expenses 670.00
						Funds from City of Oswego for Summer Parks Mural
						Program Supplies
						TOTAL AMOUNT -

COMMITTEE SIGNATURES

COUNTY TREASURER

PERSONNEL DIRECTOR

COUNTY ADMINISTRATOR

DEPARTMENT HEAD

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING BUDGET MODIFICATION DEPARTMENT OF
SOCIAL SERVICES TO ACCEPT FEDERAL FUNDS FOR THE
TRANSPORTATION INCENTIVE PROGRAM**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, New York 13114
phone 315.963.5435 • fax 315.963.5477

INFORMATIONAL MEMORANDUM

TO: Human Services Committee, Oswego County Legislature

FROM: Stacy Alvord, MSW, Commissioner

DATE: July 19, 2022

SUBJECT: Transportation Initiative State Fiscal Years 21-22,22-23

PURPOSE: To amend the Social Services budget to accept \$28,213 in Transportation Initiative Program funding.

SUMMARY: The 2021-2022 and 2022-2023 enacted state budgets included an appropriation to help meet the transportation needs of individuals eligible for Temporary Assistance for Needy Families (TANF) who are employed or participating in other allowable work activities.

These are 100% federal funds with no local share.

RECOMMENDED ACTION: The Social Services Department recommends the Human Services Committee; the Finance & Personnel Committee and the Oswego County Legislature authorize the Department of Social Services to accept this federal funding.

2022 Budget
7/19/2022

COMMITTEE SIGNATURES _____ **DATE** _____

DEPARTMENT HEAD _____ DATE _____

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING CREATION OF ONE POSITION IN THE
DEPARTMENT OF SOCIAL SERVICES**

By Legislator Roy Reehil:

Upon recommendation of the Human Services Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, the Social Services Commissioner has identified the need to add one (1) Social Services Attorney position to DSS legal services, and be it

RESOLVED, that one (1) Social Services Attorney, Grade SG60 in Management/Confidential be created, and be it

RESOLVED, that the salary for this one (1) position will not require a budget modification in 2022 due to numerous DSS vacancies, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer, Budget Office and Human Resources Director shall be their authority to make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



COUNTY OF OSWEGO
Department of Social Services

Stacy Alvord, MSW
Commissioner

P.O. Box 1320 • Mexico, New York 13114
phone 315.963.5435 • fax 315.963.5477

INFORMATIONAL MEMORANDUM

TO: Oswego County Board of Legislators

DATE: July 20, 2022

SUBJECT: Creation/Reinstatement of the 5th DSS Attorney position

SUMMARY: The Department of Social Services was approved for a fifth DSS attorney during the 2022 budget process. We provided data to justify the need. Given our lack of success in recruiting for an existing attorney vacancy and the fifth attorney, our Legal Services team offered a solution and was willing to trade the 5th attorney for additional paralegals. We have now found that four attorneys are not adequate to cover the escalating responsibilities. In addition, one of our attorneys has taken an extended leave of absence which now leaves us with three attorneys, which simply is not enough to cover all appearances. DSS still requires the additional paralegals given the volume of work, however DSS and HR have been unable to attract paralegals and will continue to recruit for those new positions.

We seek approval to create a new DSS Attorney position to assure that we are able to fulfill our legal responsibilities to Child Support Court and Family Court matters. This also provides us with capacity when an attorney resigns or is out on leave in order to cover court appearances and trials.

One variable that has become more pressing as of late is the lack of experience with our front-line workforce. Over 40% of Caseworkers have less than two years of experience. Over 40% of Supervisors (Senior Caseworkers) have less than five years of experience. This results in attorneys needing to counsel and probe for more information in order to justify decisions made on emergency removals, filing for termination of parental rights, and preparing workers for testifying in court.

Given the number of vacancies in our Legal Services team and the department as a whole, the expense of a fifth attorney is budget neutral for 2022. Therefore, there is no budget modification needed and included in this request.

As an annual projection with a salary set at \$84,793, the local share cost is \$21,198. DSS receives 75% reimbursement of the cost of our attorneys.

RECOMMENDED

ACTION: The Department of Social Services recommends that the Human Services Committee, Finance & Personnel Committee, and the Legislature approve the addition of this position.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: DSS

DIVISION/UNIT (NUMBER): 6010

A. NEW POSITION REQUEST

1. Position Title Requested: DSS Attorney

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☒ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

b. Management or OCPA – Salary Requested: \$84,793 Grade: SG60

4. Percent of Federal and or State Reimbursement: 75% Fringe Reimbursed: ☒ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

The workload of our 4 in-house Attorneys has been such that it is extremely difficult to provide adequate coverage for all court rooms and meet the needs of the court in each of the hearings/trials involving the Department's work. We have utilized a contract attorney to help fill in the gaps, allowing our f/t Attorneys to get their hearings with our workload, however, we have a need for consistency and availability to both court and staff across our legal team.

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: _____ 2. Position #: _____

3. Present Salary/Hourly Rate: _____ Grade: _____

4. Requested Title: _____

5. Requested Salary: _____

a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: _____ Fringe Reimbursed: ☐ Yes ☐ No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION	
1. Title to be Deleted:	
2. Position #	3. Salary Savings:
4. Reason for Deletion:	

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.

**OSWEGO COUNTY HUMAN RESOURCES
DEPARTMENT**

NEW POSITION DUTIES STATEMENT

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

**1. DEPARTMENTS/SCHOOL
DISTRICT/TOWN OR VILLAGE
DSS**

DIVISION, UNIT, OR WORK SECTION

Legal

LOCATION OF POSITION

Mexico

2. DESCRIPTION OF DUTIES: Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

Title requested: *DSS Attorney*

**PERCENT OF
WORK TIME**

10%	<i>Coordinates the activities of the DSS Legal Team, provides insight and legal consultation to the Commissioner as it relates to DSS legal matters and the Family Court; serves as point of contact for the Court and other officials as needed</i>
20%	<i>Appears and represents the Department of Social Services at court appearances: Family Court-Article 3, Article 7, Article 10; Supreme Court-Article 78 hearings and guardianship proceedings, Surrogates Court-estate settlements, guardianship proceedings, and Integrated Domestic Violence cases; Appellate Division/Court of Appeals, Child Support Establishment & Enforcement hearings; provides back-up to other Attorneys</i>
20%	<i>Prepares and reviews petitions and legal documentation for court appearances, fair hearings, expungement hearings, Medicaid recoveries, and Child Support Enforcement actions; provides direction and oversight to DSS Paralegal staff</i>
10%	<i>Appears and represents the Department of Social Services at Fair Hearings/Expungement Hearings for due process related to programs such as public assistance determinations or child neglect/abuse determinations</i>
20%	<i>Is available at the OCDSS office for consultations, or is available by phone during business and court hours for consultations as needs demand</i>
15%	<i>Is an active participant in formal court collaborations and other identified venues that require legal participation as determined by the Department of Social Services</i>
5%	<i>Assists in legal training seminars for staff as appropriate; minimally twice per year</i>

(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Stacy Alvord	Commissioner	Direct

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
------	-------	---------------------

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION
Ashley Dinet-Fields	DSS Attorney	Mexico/Oswego PSC
Allison O'Neill	DSS Attorney	Mexico/Oswego PSC
Taryn Perrone	DSS Attorney	Mexico/Oswego PSC

6. What minimum qualifications do you think should be required for this position?

Education: ☐ High School _____ years
☐ College _____ years, with specialization in _____
☒ Other _____ years, with specialization in Law Degree

Experience (list amount and type): *Graduation from a law school recognized by the University of the State of New York, admission to the Bar of the State of New York and one years of full-time paid experience, or its part-time equivalent, in the practice of law, at least one year of which must be in social services law or a closely related field. Current registration with the New York State Office of Court Administration at the time of appointment. The successful candidate must also comply with continuing legal education requirements throughout appointment.*

Essential knowledge, skills and abilities: *Thorough knowledge of the principles and practices of common law, and of County, State and Federal laws as they apply to social welfare; thorough knowledge of civil and family court procedures and the rules of evidence; good knowledge of the general functions and administrative activities of the Department of Social Services; ability to analyze, appraise and apply legal principle, facts and precedence to legal problems; ability to supervise subordinates; ability to communicate effectively both orally and in writing; professionalism, tact, and courtesy; sound professional judgment.*

Type of license or certificate required: Current registration with the New York State Office of Court Administration

7. The above statements are accurate and complete.

Date: 7/19/22

Title: Commissioner

Signature:

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date:

Signature:

RESOLUTION NO.

AGENDA# EP-1

August 11, 2022

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF COMMUNITY DEVELOPMENT, TOURISM AND PLANNING, CP# 95**

By Legislator Tim Stahl:

Upon recommendation of the Economic Development and Planning Committee of this body, with the approval of Finance and Personnel Committee, be it

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute any and all documents that may be necessary to access and disburse these funds, and be it also

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315) 349-8279

*Office of Promotion
And Tourism*

Donna B. Scanlon
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

SUBJECT: Amend Capital Project #95 and modify the budget accordingly.

PURPOSE: To authorize the amendment of Capital Project #95 to reflect a decrease in the fund.

SUMMARY: Capital Project # 95 was established to fund the County's contracted mobility management services. It originally contained an inter-fund transfer that was not utilized and this action reverses that action and decreases both the revenue and expense lines by \$67,216.00

FISCAL IMPACT: A reduction in the funds available in CP#95.

RECOMMENDED ACTION: The committee on Economic Development & Planning with concurrence from the Finance and Personnel committee recommend that the Oswego County Legislature authorize this action.

COUNTY OF OSWEGO

BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ		
H	529000	95				CP-95 Mobility Management	(67,216.00)
			H	450310	95	CP95 Interfund Transfer	67,216.00
						Funding source was established for 2020 however, was not	
						utilized due to COVID closure - funding no longer available	
						TOTAL AMOUNT	

COMMITTEE SIGNATURES

DATE

DATE _____

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

DEPARTMENT HEAD

DATE _____

AGENDA# HE-1

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING HEALTH DEPARTMENT – RECLASSIFICATION
OF ACCOUNT CLERK POSITION TO TYPIST**

By Legislator James Karasek:

WHEREAS, the level of work performed and assigned tasks performed by the position Account Clerk (403524702) are more suitable for a Typist due to the decrease in COVID-19 activities; and

WHEREAS, with the restructuring of the department, the Immunization Coordinator oversees immunization billing, tracks vaccine inventory and compiles immunization data, duties which the Account Clerk performed;

NOW, upon recommendation of the Health Committee with the approval of the Finance and Personnel Committee, be it

RESOLVED, that Chairman of Oswego County Legislature approve the reclassification of this position.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES: NO: ABSENT: ABSTAIN:

**INFORMATIONAL MEMORANDUM**

Subject: Request for reclassification of one position.

Purpose: To reclassify an Account Clerk position in the Preventive division to a Typist.

Summary: The level of work performed by this position is more suitable for a Typist rather than an Account Clerk. With the decrease in the number of COVID-19 activities, staff duties have changed, and the assigned tasks are that of a Typist, not an Account Clerk. With the restructuring of the department, we have created a position, the Immunization Coordinator, that oversees immunization billing, track vaccine inventory and compile immunization data; duties in which the Account Clerk held in the past. The Immunization Coordinators sole focus is on immunizations, so additional assistance is not needed.

This would not result in any increase to the total Preventive Salaries and Wages line, therefore, no budget modification necessary. This position would remain eligible for Article 6 reimbursement.

Recommended

Action: The Health Committee approve and recommend the reclassification of an Account Clerk position to a Typist.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Health

DIVISION/UNIT (NUMBER): A4035

A. NEW POSITION REQUEST

1. Position Title Requested:

2. Bargaining Unit: ☐ CO-OP ☐ Highway ☐ Silver Star ☐ Deputies ☐ OCPA ☐ Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

b. Management or OCPA – Salary Requested: _____ Grade: _____

4. Percent of Federal and or State Reimbursement: _____ Fringe Reimbursed: ☐ Yes ☐ No

5. Justification of Need (Use additional sheets as necessary):

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: Account Clerk 2. Position #: 403524702

3. Present Salary/Hourly Rate: 16.09 Grade: 4

4. Requested Title: Typist

5. Requested Salary: _____

a. Bargaining Unit: CO - OP Hourly Rate: \$15.56 Grade: 3

b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: 62% Fringe Reimbursed: ☒ Yes ☐ No

7. Justification of Need (use additional sheets as necessary): *With Covid-19 activities decreasing, there is no longer a need for 2 account clerks in Preventive. A typist is able to perform the duties required of this position, which include answering the main health department phone, answering the main health department door, data input, assisting the nurses with activities such as inputting medical information, printing physician orders, creating medical records, etc. Additionally, this position requires the staff person to be able to run reports such as COVID reporting, immunization and lead reports, communicable disease reports, etc. The employee would be expected to assist with vaccination clinics (back to school, flu, and COVID). Finally, this position would be responsible for taking meeting minutes, schedule appointments for immunization appointments and home visits for nursing staff, ordering of supplies, greeting patients before a nurse provides medical services, etc.*

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings: (See attached the memo)

4. Reason for Deletion:

8. Complete New Position Duties Statement (p. 3 & 4).

SD 222

Civil Service Law: Section 22. Certification for positions. Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.

OSWEGO COUNTY DEPARTMENT OF PERSONNEL**NEW POSITION DUTIES STATEMENT**

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL
DISTRICT/TOWN OR VILLAGE
Health

DIVISION, UNIT, OR WORK SECTION
Preventive

LOCATION OF POSITION
Bunner St.

2. DESCRIPTION OF DUTIES: Describe the work in sufficient detail to give a clear word picture of the job. Use a separate paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

Title requested: Typist

PERCENT OF
WORK TIME

5

Assisting with department statistical reporting including immunization, communicable disease, lead, influenza, maternal child health home visiting reports, etc.

15

Lead Poisoning Prevention Program – assist with daily lead web activities, filing, other grant related activities.

20

Immunization Action Plan – scheduling vaccination appointments, immunization paperwork, filing immunization cards, data input, creating reports, working vaccination clinics, tracking immunization ordering including funding.

15	Maternal Child Health Program – filing, printing orders, data input into the electronic medical record, fielding phone calls, scheduling appointments.
45	General department duties – answering the main health department phone and door, accepting packages, supply ordering, mail duties, assisting supervisors with daily tasks, assisting health educators with car seat appointments, emergency preparedness duties.
(Attach additional sheets if more space is needed)	

3. Names and titles of person supervising (general, direct, administrative, etc.).		
NAME	TITLE	TYPE OF SUPERVISION
Jennifer Purtell	Supervising Public Health Nurse	Direct Supervisor
Jodi Martin	Director of Preventive Services	Indirect Supervisor
4. Names and titles of persons supervised by employee in this position.		
NAME	TITLE	TYPE OF SUPERVISION
NA		
5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.		
NAME	TITLE	LOCATION OF POSITION
Bonnie Savage	Data Entry Operator	Hospice
6. What minimum qualifications do you think should be required for this position?		
Education: <input checked="" type="checkbox"/> High School _____ years <input type="checkbox"/> College _____ years, with specialization in _____ <input type="checkbox"/> Other _____ years, with specialization in _____		
Experience (list amount and type):		
A. Graduation from high school or possession of an equivalency diploma; OR		
B. One (1) year of clerical experience which involved keyboarding (typing); OR		
C. An equivalent combination of training and experience as defined by the limits of "A" and "B" above.		

Essential knowledge, skills and abilities: Experience with maintaining statistical reports, office terminology, practices and procedures, basic arithmetic, write legibly, organize and maintain records and files, understand written and oral instructions, use of software, experience with Microsoft programs (Word, Excel, PPT), experience with electronic medical records, excellent communication skills, multitasking ability.

Type of license or certificate required: NA

7. The above statements are accurate and complete.

Date:

Title:

Signature:

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date:

Signature:

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING CREATION OF CAPITAL PROJECT No. C0322 –
B&G ROOF REPLACEMENT FROM CAPITAL RESERVE NO. 21 – BUILDING
RENOVATIONS**

By Legislator Stephen Walpole:

Upon recommendation of the Infrastructure and Facilities Committee of this body,
with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$ 50,000
from Capital Reserve No. 21 – Buildings Renovations to Capital Project No. CO322 – B&G
Roof Replacement that the following project is hereby authorized for the maximum
expenditure as indicated.

RESOLVED, that a certified copy of this resolution delivered to the County
Treasurer shall be his authority to affect such transfer and make such adjustments.

Capital Project # CO322
B&G Roof Replacement

Total Authorization
\$ 50,000

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES: NO: ABSENT: ABSTAIN:



Rick Doten
Acting Superintendent

COUNTY OF OSWEGO
BUILDINGS AND GROUNDS DEPARTMENT

111 East Eleventh Street
Oswego, New York 13126

Phone: (315) 349-8233
Fax: (315) 342-2481

INFORMATIONAL MEMORANDUM

SUBJECT: To establish a capital project to replace the roof and repair water damage to the façade of the building.

PURPOSE: This project replaces the roof and repair the façade of the B&G office and shop located at 111 East 11th Street, Oswego, NY 13126

SUMMARY: The 30-year-old roof is leaking and is causing water damage to the building.

RECOMMENDED: I respectfully request \$ 50,000 for architectural and engineering services for the project be transferred from the Building Renovations reserves to Capital Project # CO 322 B&G Roof Replacement

ACTION: To transfer \$ 50,000 from the Building Renovations Reserve fund to Capital Project No. # CO322 B&G Roof Replacement.

COUNTY OF OSWEGO

BUDGET MODIFICATION REQUEST

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
DEPT.	OBJECT	SUB.	DEPT.	OBJECT	SUB.		
CO 322	529000					Establish Capital Project CO322 B&G Roof Replacement	\$ 50,000.00
			21	450300		with a maximum authorization of \$ 50,000 to replace the roof	(50,000.00)
						at the B&G Office & Shop. This project will be	
						funded through a transfer of funds from CR# 21 - Building	
						Renovations.	
21	595000						50,000.00
			21	159900			(50,000.00)
TOTAL AMOUNT							-

COMMITTEE SIGNATURES

DATE _____

COUNTY TREASURER

DATE _____

PERSONNEL DIRECTOR

DATE _____

COUNTY ADMINISTRATOR

DATE _____

DEPARTMENT HEAD

DATE _____

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION DEPARTMENT
OF SOLID WASTE-GASOLINE & OIL**

By Legislator Stephen Walpole:

Upon recommendation of the Infrastructure, Facilities and Technology Committee of this body, with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer be, and hereby is, authorized to transfer the funds from and to the accounts shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



Oswego County Department of Solid Waste

Carl L. Schmidt, Director of Solid Waste Programs

TO: Infrastructure, Facilities and Technology Committee
Personnel and Finance Committee

FROM: Carl Schmidt, Acting Director of Solid Waste Programs

RE: Budget Modification-Highway and Street Equipment

DATE: July 20, 2022

The Department of Solid Waste requests a budget modification to transfer One-Hundred Forty-Five Thousand (\$145,000.00) Dollars from its unappropriated funds to its Gasoline & Oil account (CL8160.5442). Due to rapid and unexpected inflation in the cost of transport fuels the originally budgeted amount in this budget line is expected to be exhausted next month.

Solid Waste operates various on- and off-road equipment at each of its facilities for the processing and placement of waste materials and for the transport of materials between facilities and to final disposal locations. The purpose of this budget transfer is to fund ongoing fuel purchases to permit the continuation of department operations. The amount requested to be transferred is projected to cover all transport fuel costs for the department's solid waste division through the end of the budget year.

2022 Budget
8/11/2022

COMMITTEE SIGNATURES

DATE

DATE _____

DATE _____

DATE _____

DATE _____

RESOLUTION NO.

August 11, 2022

**RESOLUTION AMENDING RESOLUTION No. 188 OF 2022 REGARDING
CAPITAL PROJECT No. 0222**

By Legislator Stephen Walpole:

WHEREAS, this body previously approved Resolution No. 188 of 2022 which established a Capital Project budget for the Rehabilitation of Runway 6-24 (Construction Phase) at the Oswego County Airport, Fulton, N. Y.; and

WHEREAS, the total cost is estimated at \$1,810,350 with a federal share of 90% (\$1,629,315), a state share of 5% (\$90,517.50) and a local share of 5% (90,517.50); and

WHEREAS, the budget modification accompanying the resolution was incorrect,

NOW, on recommendation of the Infrastructure, Facilities and Technology Committee with the approval of the Finance and Personnel Committee, be it

RESOLVED, that Resolution No. 188 of 2022 be amended by substituting the budget modification attached hereto, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments. ,

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE
YES: NO: ABSENT: ABSTAIN:

COUNTY OF OSWEGO

COMMITTEE SIGNATURES _____ DATE _____

TOTAL AMOUNT

(196,730.25)

DATE _____

DATE _____

DATE _____

DATE _____

RESOLUTION NO.

August 11, 2022

**RESOLUTION TO CLOSE CAPITAL PROJECT No. 182 ENERGY
CONSUMPTION AND REDUCTION PROJECT**

By Legislator Stephen Walpole:

WHEREAS, this body established Capital Project #182 via Resolution #73 of 2015;
and

WHEREAS, this project was part an effort to reduce the County's carbon footprint
through improvements to the heating, cooling and lighting systems at the Bunner and Bridge
Street facilities; and

WHEREAS, the activities under this project have helped reduce the energy
consumption at these facilities by more than 2.7 million kilowatt hours resulting in a savings
in excess of \$656,000.00 as of 2020; and

WHEREAS, there are no further activities or expenses anticipated under this capital
project; then

NOW, on the recommendation of the Infrastructure, Facilities and Technology
Committee of this body, be it

RESOLVED, that Capital Project No. 182 be closed.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES: NO: ABSENT: ABSTAIN:



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315) 349-8279

*Office of Promotion
And Tourism*

Donna B. Scanlon
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

SUBJECT: Close Capital Project #182.

PURPOSE: To authorize the closure of Capital Project #182.

SUMMARY: Capital Project # 182 (Energy Consumption Reduction Project) was established by Resolution #73 of 2015 to fund the County's efforts to reduce our carbon footprint (energy consumption) at the Bunner and Bridge Street buildings. As of 2020, the improvements have saved us over \$656,000 and reduced our energy use by more than 2.7 million kWh.

FISCAL IMPACT: None at this time.

RECOMMENDED

ACTION: The committee on Economic Development & Planning with concurrence from the Finance and Personnel committee recommend that the Oswego County Legislature authorize this action.

RESOLUTION NO.

August 11, 2022

**RESOLUTION AUTHORIZING CREATION OF CAPITAL PROJECT No. C0422 –
LOB ELEVATOR REPLACEMENT FROM CAPITAL RESERVE No. 21 –
BUILDING RENOVATIONS**

By Legislator Stephen Walpole:

Upon recommendation of the Infrastructure and Facilities Committee of this body,
with the approval of the Finance and Personnel Committee, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer \$ 60,000
from Capital Reserve No. 21 – Buildings Renovations to Capital Project No. CO422 –LOB
Elevator Replacement that the following project is hereby authorized for the maximum
expenditure as indicated.

RESOLVED, that a certified copy of this resolution delivered to the County
Treasurer shall be his authority to affect such transfer and make such adjustments.

Capital Project # CO422

Total Authorization

LOB Elevator Replacement

\$ 60,000

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



Rick Doten
Acting Superintendent

COUNTY OF OSWEGO
BUILDINGS AND GROUNDS DEPARTMENT

111 East Eleventh Street
Oswego, New York 13126

Phone: (315) 349-8233
Fax: (315) 342-2481

INFORMATIONAL MEMORANDUM

SUBJECT: To establish a capital project to replace the elevator at the Legislative Office Building.

PURPOSE: This project is requested to replace the elevator at the Legislative Office Building located at 46 East Bridge Street, Oswego, NY 13126

SUMMARY: The elevator which was installed in the 1950's has become unreliable and a potential safety concern. Due to the age of the elevator, replacement parts are no longer available.

RECOMMENDED: I respectfully request \$ 60,000 for architectural and engineering services be transferred from the Building Renovations reserves to Capital Project # CO 422 LOB Elevator Replacement.

ACTION: To transfer \$ 60,000 from the Building Renovations Reserve fund to Capital Project No. # CO422 LOB Elevator Replacement.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

ACCOUNT NUMBER			ACCOUNT NUMBER		DESCRIPTION	DOLLAR AMOUNT
DEPT.	OBJECT	SUB.	DEPT.	OBJECT		
CO 422	529000				Establish Capital Project CO422 LOB ElevatorReplacement	\$ 60,000.00
			21	450300	with a maximum authorization of \$ 60,000 to replace the elevator	(60,000.00)
					at the Legislative Office Building. This project will be	
					funded through a transfer of funds from CR# 21 - Building	
					Renovations.	
21	595000					
			21	159900		60,000.00
						(60,000.00)
TOTAL AMOUNT						-

COMMITTEE SIGNATURES DATE

COUNTY TREASURER DATE

PERSONNEL DIRECTOR DATE

COUNTY ADMINISTRATOR DATE

DEPARTMENT HEAD DATE

DATE: July 25, 2022
TO: Public Safety / Finance & Personnel Committee Members
FROM: Gregory Oakes, District Attorney

INFORMATIONAL MEMO

SUBJECT: Establish Salary for a new full-time Assistant District Attorney (position 116501309)

PURPOSE: To set the starting salary for a full-time Assistant District Attorney candidate who has experience as both a prosecutor and defense attorney in North Carolina and who recently moved to New York State and is admitted to practice here.

SUMMARY: The District Attorney's Office is seeking to appoint an attorney who has experience as both a prosecutor and a defense attorney to a full-time Assistant DA position that was recently vacated.

As a result of discovery and bail reforms that took effect on January 1, 2020, as well as the implementation of a Centralized Arraignment Part (CAP Court) that same year, the amount of work performed by Assistant District Attorneys has dramatically increased over the past two-and-a-half years.

District Attorney's Offices throughout the state have lost seasoned prosecutors who are able to make more money (while working less hours) in private practice. As a result of this exodus of experienced attorneys, DA's Offices are competing for a shrinking pool of qualified candidates. Indeed, this position is now vacant because a full-time ADA was actively recruited to return to the Onondaga County DA's Office, where attorneys received an 8% pay raise this past year.

Given the increased demands on prosecutors, the current labor market, and the candidate's qualifications, I am requesting a starting salary of \$83,540 for this candidate. (The prior ADA's salary for 2022 was \$86,065.)

RECOMMENDED

ACTION: It is respectfully recommended that the Public Safety and Finance & Personnel Committees approve \$83,540 (Grade 60 @ Step 14) as the starting salary for the full-time Assistant District Attorney position 116501309.

Oswego County Legislative
Finance and Personnel Committee
will be meeting on

Thursday, August 4, 2022
2:00 PM
4th Floor Conference Room E
County Office Building

AGENDA

HUMAN RESOURCES

- a) Vacancy Reports/Employee Counts/Employees on Leaves of Absence/Current Exams

Positions Vacated after Vacancy Review Suspended

7/10/2022

Dept.	Position	Title	Budgeted	Date	Reason	Date Filled
Highway	513020401	EM II	\$ 48,848.00	6/1/2022	Resignation	
DSS	629248106	Sr Employ Spec		6/9/2022	New Position	
Highway	511016014	MEO	\$ 48,298.00	6/9/2022	Resignation	
DSS	607004482	Caseworker	\$ 45,482.00	6/9/2022	Resignation	6/27/2022
Probation	314024702	Typist	\$ 29,154.00	6/12/2022	Promotion	6/27/2022
Health	418995102	Sr Social Worker	\$ 60,679.00	6/13/2022	Pos Change	
Health	401009601	Dir of Patient Serv	\$ 74,326.00	6/13/2022	Promotion	
DSS	607004403	Caseworker	\$ 44,099.00	6/13/2022	Promotion	
SW	816011605	HEO	\$ 51,293.00	6/13/2022	Promotion	6/27/2022
DSS	601022326	SWE	\$ 38,990.00	6/13/2022	Promotion	
DSS	607004428	Caseworker	\$ 44,099.00	6/20/2022	FT to PT	
B&G	162095210	Building Maint Mech	\$ 35,932.00	6/20/2022	Resignation	7/11/2022
DSS	607004467	Caseworker	\$ 44,099.00	6/22/2022	Resignation	
SW	816152906	Asst Loader Oper	\$ 44,616.00	6/22/2022	Termination	
Health	418930501	LPN	\$ 35,017.00	6/23/2022	Resignation	
Highway	511016007	MEO	\$ 47,632.00	6/27/2022	Promotion	7/11/2022
Highway	511016016	MEO	\$ 48,298.00	6/27/2022	Promotion	
DSS	601000104	Account Clerk	\$ 29,432.00	6/27/2022	Promotion	
DSS	601024702	Typist	\$ 28,320.00	6/27/2022	Promotion	
DSS	601022329	SWE	\$ 48,433.00	6/29/2022	Retirement	
Health	409021901	Principal Clerk	\$ 45,355.00	6/30/2022	Retirement	
EMO	364097201	Radiological Spec	\$ 49,231.00	7/4/2022	Changed Loc	
VET	651033302	Vet Serv Asst	\$ 32,909.00	7/6/2022	Resignation	
SW	816151001	Main Mech A	\$ 58,712.00	7/8/2022	Promotion	7/11/2022
Co Clerk	141116108	MV Clerk	\$ 31,814.00	7/11/2022	Promotion	
DSS	629248101	Sr Employ Spec	\$ 51,943.00	7/11/2022	Promotion	

Personnel Position Vacancy Report - Full Time - 7/10/22

Vacant Positions

Dept.	Position	Title	Budgeted Sal	Date Vacant	Reason for Vac	2022 Savings
DA	116110203	DA Investigator	\$ 60,870.00	12/31/2021	Resignation	\$ 31,605.58
DA	116501306	Assistant DA	\$ 74,159.00	4/19/2022	Resignation	\$ 16,828.39
DA	116524702	Coop Typist	\$ 29,248.00	12/31/2021	Changed Jobs	\$ 15,186.46
Pub Def	117111301	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111302	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111303	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111304	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111305	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111306	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111307	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111308	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111309	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117111310	Asst Pub Defender	\$ 68,839.00	1/1/2022	New Position	\$ 35,743.33
Pub Def	117121901	Sr Typist	\$ 28,483.00	1/1/2022	New Position	\$ 14,789.25
Pub Def	117124701	Typist	\$ 25,797.00	1/1/2022	New Position	\$ 13,394.60
Pub Def	117124702	Typist	\$ 25,797.00	1/1/2022	New Position	\$ 13,394.60
Pub Def	117124703	Typist	\$ 25,797.00	1/1/2022	New Position	\$ 13,394.60
Pub Def	117131501	Secretary to Pub Def	\$ 44,184.00	1/1/2022	New Position	\$ 22,941.69
Pub Def	117147001	Paralegal	\$ 41,930.00	1/1/2022	New Position	\$ 21,771.35
Pub Def	117162001	Sr Assist Pub Def	\$ 89,955.00	1/1/2022	New Position	\$ 46,707.40
Pub Def	117162801	1st Asst Pub Defend	\$ 101,198.00	1/1/2022	New Position	\$ 52,545.12
Pub Def	117164001	Pub Defender	\$ 130,494.00	1/1/2022	New Position	\$ 67,756.50
Pub Def	117168001	Pub Def Investigator	\$ 52,450.00	1/1/2022	New Position	\$ 27,233.65
Treasurer	132520300	Accountant	\$ 45,482.00	2/3/2022	Retirement	\$ 19,592.25
Real Prop	135524701	Typist	\$ 28,320.00	12/6/2021	Promotion	\$ 14,704.62
Co Clerk	141116103	MV Clerk	\$ 30,831.00	5/23/2022	Resignation	\$ 4,150.33
Co Clerk	141116105	MV Clerk	\$ 31,420.00	4/15/2022	Termination	\$ 7,371.62
Co Clerk	141116108	MV Clerk	\$ 31,814.00	7/11/2022	Promotion	\$ -
Co Clerk	141116109	MV Clerk	\$ 30,831.00	4/8/2022	Resignation	\$ 7,826.33
Co Clerk	141116121	MV Clerk	\$ 30,831.00	1/1/2022	New Position	\$ 16,008.40
Co Clerk	141116122	MV Clerk	\$ 30,831.00	1/1/2022	New Position	\$ 16,008.40
Co Clerk	141116123	MV Clerk	\$ 30,831.00	1/1/2022	New Position	\$ 16,008.40
B&G	162095210	Building Maint Mech	\$ 35,932.00	6/20/2022	Resignation	\$ 2,073.00
B&G	162096002	Building Maint Sup	\$ 54,392.00	10/15/2020	Promotion	\$ 28,242.00
E-911	302080805	Telecommunicator	\$ 38,834.00	10/7/2021	Promotion	\$ 20,163.81
E-911	302080809	Telecommunicator	\$ 38,834.00	11/14/2021	Promotion	\$ 20,163.81
E-911	302080810	Telecommunicator	\$ 40,020.00	5/14/2022	FT to PT	\$ 6,156.92
E-911	302080815	Telecommunicator	\$ 38,834.00	10/9/2021	Resignation	\$ 20,163.81
Sheriff	311000104	Account Clerk	\$ 33,422.00	5/2/2022	Promotion	\$ 6,427.31
Sheriff	311006001	Dir Admin Services	\$ 57,699.00	1/1/2022	New Position	\$ 29,959.10
Sheriff	311008911	Patrol Officer	\$ 59,955.00	4/17/2022	Resignation	\$ 13,835.77
Sheriff	311008921	Patrol SGT	\$ 33,422.00	5/2/2022	Promotion	\$ 6,427.31
Sheriff	311012904	Investigator	\$ 77,460.00	2/20/2022	Retirement	\$ 29,792.31
Probation	314018109	Probation Off	\$ 49,677.00	9/17/2021	Resignation	\$ 25,793.83
Probation	314018112	Probation Off	\$ 47,593.00	12/3/2021	Resignation	\$ 24,711.75
Probation	314018114	Probation Off	\$ 47,593.00	11/15/2021	Promotion	\$ 21,746.34
Probation	314018302	Probation Sup	\$ 55,492.00	10/16/2021	Retirement	\$ 28,813.15
Probation	314024701	Typist	\$ 30,140.00	5/17/2022	Resignation	\$ 4,521.00

Sheriff	315013003	Correction Officer	\$	47,126.00	4/19/2022	Resignation	\$	10,693.98
Sheriff	315013040	Correction Officer	\$	47,431.00	5/3/2022	Resignation	\$	8,938.92
EMO	364097201	Radiological Spec	\$	49,231.00	7/4/2022	Changed Loc	\$	946.75
Health	401009601	Dir of Patient Serv	\$	74,326.00	6/13/2022	Promotion	\$	5,717.38
Health	401038501	Pub Health Fellow I	\$	32,341.40	2/25/2022	New Position	\$	11,941.44
Health	401048601	Pub Health Fellow II	\$	38,183.60	2/25/2022	New Position	\$	14,098.56
Health	401058701	Pub Health Fellow III	\$	44,098.60	2/25/2022	New Position	\$	16,282.56
Health	403500102	Sr Health Prog Spec	\$	38,730.00	4/29/2022	Resignation	\$	7,448.08
Health	403518801	Sr Pub Health Nurse	\$	61,955.00	3/21/2022	Promotion	\$	4,765.77
Health	403519403	RPN	\$	45,482.00	4/6/2022	Resignation	\$	8,326.70
Health	403519404	RPN	\$	41,769.00	1/1/2022	New Position	\$	21,687.75
Health	403520302	Sr Account Clerk	\$	30,049.00	1/1/2022	New Position	\$	15,602.37
Health	403531001	Epidemiologist	\$	45,082.00	1/1/2022	New Position	\$	23,407.96
Health	403731001	Epidemiologist	\$	45,082.00	1/1/2022	New Position	\$	23,407.96
Health	403794503	PH Educator	\$	38,730.00	1/1/2022	New Position	\$	20,109.81
Health	403794601	PH Educator Assist	\$	31,869.00	1/1/2022	New Position	\$	16,547.37
Health	403794801	Pub Health Info Spec	\$	35,818.00	1/1/2022	New Position	\$	18,597.81
Health	405996603	Early Inter Spec	\$	44,217.00	3/20/2022	changed jobs	\$	13,605.23
Health	409001102	Pub Health Tech	\$	35,017.00	5/30/2022	Promotion	\$	3,905.74
Health	409006701	Asst PH Engineer	\$	46,159.00	1/1/2022	New Position	\$	23,967.17
Health	409021901	Principal Clerk	\$	45,355.00	6/30/2022	Retirement	\$	1,221.10
Health	418918802	PH Nurse - Hospice	\$	56,211.00	5/30/2022	changed loc	\$	6,269.69
Health	418918803	Sr Pub Health Nurse	\$	44,394.00	4/19/2021	Upgrade/Reclass	\$	23,050.73
Health	418919402	Principal RN	\$	58,786.00	2/1/2022	Resignation	\$	25,775.40
Health	418919403	Sr Reg Nurse	\$	51,506.00	4/19/2021	Changed Loc	\$	26,743.50
Health	418930501	LPN	\$	35,017.00	6/23/2022	Resignation	\$	1,616.17
Health	418995102	Sr Social Worker	\$	60,679.00	6/13/2022	Pos Change	\$	4,667.62
Highway	501020301	Sr Account Clerk	\$	29,532.00	3/18/2022	Changed Pos	\$	9,200.35
Highway	501054901	Secretary To Super	\$	53,620.00	3/31/2022	Resignation	\$	14,848.62
Highway	502098901	Highway Engineer	\$	106,877.00	3/24/2022	Promotion	\$	31,652.03
Highway	511001401	Highway Supervisor	\$	60,404.00	3/25/2022	Promotion	\$	17,656.55
Highway	511015901	MEO	\$	44,616.00	3/18/2022	Resignation	\$	13,899.60
Highway	511016007	MEO	\$	47,632.00	6/27/2022	Promotion	\$	1,832.00
Highway	511016014	MEO	\$	48,298.00	6/9/2022	Resignation	\$	4,086.75
Highway	511016016	MEO	\$	48,298.00	6/27/2022	Promotion	\$	1,857.62
Highway	513020401	EM II	\$	48,848.00	6/1/2022	Resignation	\$	5,260.55
Highway*	513029001	DIR FLEET MGT	\$	63,354.00	NA	NA	\$	32,895.35
Highway	513046201	EMI	\$	44,788.00	3/7/2022	Promotion	\$	15,503.54
DSS	601000104	Account Clerk	\$	29,432.00	6/27/2022	Promotion	\$	1,132.00
DSS	601000105	Account Clerk	\$	29,284.00	4/15/2022	Resignation	\$	6,757.85
DSS	601004401	Caseworker	\$	49,996.00	5/2/2022	Changed Pos	\$	9,422.32
DSS	601005903	CSW	\$	29,284.00	4/19/2022	Termination	\$	1,661.30
DSS	601005908	CSW	\$	29,399.00	3/21/2022	changed lines	\$	9,045.85
DSS	601005913	CSW	\$	29,284.00	9/8/2021	Retirement	\$	15,205.15
DSS	601022316	SWE	\$	38,785.00	3/25/2022	Resignation	\$	2,834.29
DSS	601022321	SWE	\$	50,724.00	4/12/2022	Retirement	\$	3,121.48
DSS	601022326	SWE	\$	38,990.00	6/13/2022	Promotion	\$	2,999.23
DSS	601022329	SWE	\$	48,433.00	6/29/2022	Retirement	\$	1,490.25
DSS	601022332	SWE	\$	39,613.00	4/1/2022	Retirement	\$	2,666.26
DSS	601022350	SWE - Temp	\$	36,460.00	5/16/2022	Promotion	\$	5,469.00
DSS	601022351	SWE - Temp	\$	35,982.00	3/10/2022	New Position	\$	18,682.96

DSS	601024001	Sr SWE	\$ 43,116.00	5/30/2022	Promotion	\$ 4,974.92
DSS	601024002	SSI	\$ 39,385.00	5/30/2022	Promotion	\$ 4,544.42
DSS	601024003	SSI	\$ 48,849.00	5/31/2022	Retirement	\$ 5,260.66
DSS	601024704	Typist	\$ 28,320.00	8/23/2021	Termination	\$ 14,704.62
DSS	601024708	Typist	\$ 29,248.00	3/15/2022	Resignation	\$ 9,449.35
DSS	601024702	Typist	\$ 28,320.00	6/27/2022	Promotion	\$ 1,089.23
DSS	601024715	Typist	\$ 28,320.00	9/23/2021	Resignation	\$ 4,999.57
DSS	607004305	Case Supervisor B	\$ 70,271.00	5/31/2022	Retirement	\$ 2,978.41
DSS	607004403	Caseworker	\$ 44,099.00	6/13/2022	Promotion	\$ 3,392.23
DSS	607004406	Caseworker	\$ 48,394.00	2/7/2022	Promotion	\$ 20,474.38
DSS	607004416	Caseworker	\$ 44,608.00	5/13/2022	Resignation	\$ 7,034.34
DSS	607004419	Caseworker	\$ 44,976.00	4/29/2022	Resignation	\$ 8,649.23
DSS	607004428	Caseworker	\$ 44,099.00	6/20/2022	FT to PT	\$ 2,374.56
DSS	607004433	Caseworker	\$ 44,926.00	5/3/2022	Resignation	\$ 8,466.82
DSS	607004457	Caseworker	\$ 45,482.00	4/26/2022	Resignation	\$ 9,446.26
DSS	607004458	Caseworker	\$ 47,215.00	5/20/2022	Resignation	\$ 6,537.46
DSS	607004462	Caseworker	\$ 45,482.00	4/17/2022	Changed Pos	\$ 10,320.92
DSS	607004463	Caseworker	\$ 45,482.00	3/21/2022	Promotion	\$ 13,994.46
DSS	607004467	Caseworker	\$ 44,099.00	6/22/2022	Resignation	\$ 2,204.95
DSS	607004482	Caseworker	\$ 45,482.00	6/9/2022	Resignation	\$ 3,848.48
DSS	607004483	Caseworker	\$ 45,482.00	5/6/2022	Resignation	\$ 8,046.82
DSS	607020604	Sr Caseworker	\$ 68,633.00	2/26/2022	Retirement	\$ 9,529.43
DSS	607024702	CSW	\$ 29,284.00	5/13/2022	Resignation	\$ 4,617.86
DSS	607047001	Paralegal	\$ 46,865.00	5/30/2022	Promotion	\$ 5,407.50
DSS	607047002	Paralegal	\$ 44,518.00	5/2/2022	Termination	\$ 8,561.15
DSS	607047004	Paralegal	\$ 47,593.00	5/12/2022	New Position	\$ 7,688.10
DSS	607069701	Caseworker SS	\$ 48,522.00	3/21/2022	Promotion	\$ 14,929.85
DSS	629205901	CSW	\$ 30,249.00	3/7/2022	Resignation	\$ 1,675.33
DSS	629248101	Sr Employ Spec	\$ 51,943.00	7/11/2022	Promotion	\$ -
DSS	629248106	Sr Employ Spec		6/9/2022	New Position	
DSS	629295502	Sr. Accountant Temp	\$ 15,844.00	4/4/2022	Position Change	\$ 4,265.69
P&T	642035001	Pub Info Officer	\$ 38,424.00	5/6/2022	Resignation	\$ 6,650.31
P&T	861011101	Housing Specialist	\$ 41,223.00	5/9/2022	Promotion	\$ 6,976.20
VET	651033302	Vet Serv Asst	\$ 32,909.00	7/6/2022	Resignation	\$ 253.15
Aging	677226901	Typist	\$ 28,984.00	5/16/2022	Promotion	\$ 434.76
Aging	677256701	Aging Service Spec	\$ 39,385.00	5/31/2022	Resignation	\$ 4,241.46
SW	816015902	LEO	\$ 47,679.00	4/18/2022	Promotion	\$ 11,002.85
SW	816055501	SW Opera Mgr	\$ 83,657.00	2/11/2022	Promotion	\$ 34,106.32
SW	816150802	Shift Sup ERF	\$ 67,891.00	10/22/2021	Resignation	\$ 35,251.10
SW	816151001	Main Mech A	\$ 58,712.00	7/8/2022	Promotion	\$ 225.82
SW	816151003	Main Mech A	\$ 56,669.00	4/18/2022	Promotion	\$ 13,077.46
SW	816152906	Asst Loader Oper	\$ 44,616.00	6/22/2022	Termination	\$ 2,230.80

* Position has never been filled

Total Number of Vacant Positions 140

Total 2022 Salary Savings to Date *	\$ 2,908,420.55	Fringe Rate	
Total 2022 Fringe Savings to Date	\$ 1,588,870.15	54.63%	
	\$ 4,497,290.70		
Subtract Annual Leave at Term payoffs	\$ 208,680.29		
Total 2022 Savings to Date	\$ 4,288,610.41	2021 YTD Savings in July	\$1,732,385.28

*Includes \$890,334.93 in savings from positions currently filled or deleted but vacant at one time in 2022.

2022 Budget Savings

7/10/2022

Savings from positions not filled (will be deleted in 2023 budget)

Dept.	Position	Title	Date Vacant	Reason	Budget Salary	2023 Savings (includes fringe)
Probation	314018108	Probation Off	10/4/2021		\$ 57,843.00	\$ 63,199.26
Co Admin	123071201	Bud Analyst Train		NA	\$ 17,484.00	\$ 19,103.02
DSS	601005804	DSS Attorney	1/1/2022		\$ 78,710.00	\$ 85,998.55

Savings from positions downgraded upon vacancy

Dept.	Position	Current Title	Budget Salary	New Title	New* Salary	2023 Savings (+partial fringe)
DSS	629274101	Employ Advisor	\$ 52,600.00	Sr Typist	\$ 30,831.00	\$ 26,564.71
Treasurer	132520300	Accountant	\$ 45,482.00	Jr Accountant	\$ 38,183.60	\$ 8,906.24

Effect of filling positions with a different employee

Dept.	Position	Title	Budget Salary	New* Salary	2023 Savings (+partial fringe)
Co Clerk	141012401	Index Clerk	\$ 30,831.00	\$ 32,715.48	\$ (2,299.63)
Co Clerk	141116106	MV Clerk	\$ 30,831.00	\$ 32,715.48	\$ (2,299.63)
Sheriff	315013041	Corr Officer	\$ 46,946.00	\$ 48,526.72	\$ (1,928.95)
Sheriff	315013003	Corr Officer	\$ 47,126.00	\$ 48,526.72	\$ (1,709.30)
Sheriff	311008938	Patrol Officer	\$ 50,399.00	\$ 53,644.00	\$ (3,959.87)
E911	302080818	Telecommunicator	\$ 38,834.00	\$ 41,150.08	\$ (2,826.31)
E911	302080819	Telecommunicator	\$ 38,834.00	\$ 41,150.08	\$ (2,826.31)
Co Clerk	141012402	Sr Index Clerk	\$ 32,342.00	\$ 34,379.80	\$ (2,486.73)
Co Clerk	141116104	MV Clerk	\$ 31,047.00	\$ 32,715.48	\$ (2,036.05)
E911	302081003	Sup Telecomm	\$ 49,629.00	\$ 49,150.40	\$ 584.04
DSS	601093806	Sup Examiner	\$ 35,982.00	\$ 38,165.40	\$ (2,664.40)
DSS	601024701	Sr Typist	\$ 30,831.00	\$ 33,598.04	\$ (3,376.62)
Purchasing	134550201	Purch Clerk	\$ 32,728.00	\$ 33,378.80	\$ (794.17)
Health	409031001	Epidemiologist	\$ 45,082.00	\$ 50,705.20	\$ (6,861.99)
DSS	629274101	Sr Typist	\$ 30,831.00	\$ 34,161.40	\$ (4,064.09)
Real Prop	135535401	Real Prop Data Asst	\$ 33,379.00	\$ 34,379.80	\$ (1,221.28)
DSS	639224701	Sr Typist	\$ 31,814.00	\$ 33,631.64	\$ (2,218.07)
Health	403587001	Dir Of Prev Serv	\$ 72,888.00	\$ 75,074.64	\$ (2,668.36)
Sheriff	316148801	Patrol Lt	\$ 86,688.00	\$ 87,988.00	\$ (1,586.39)
Probation	314017701	Prin Account Clerk	\$ 38,184.00	\$ 40,567.80	\$ (2,908.95)
Co Clerk	141116111	MV Clerk	\$ 30,831.00	\$ 32,676.28	\$ (2,251.80)
Health	403500102	Sr Health Prog Spec	\$ 38,730.00	\$ 40,444.04	\$ (2,091.64)
Co Clerk	141012408	Index Clerk	\$ 31,055.00	\$ 32,676.28	\$ (1,978.45)
Co Clerk	141116103	MV Clerk	\$ 30,831.00	\$ 32,676.28	\$ (2,251.80)
BOE	145032001	Election Clerk	\$ 29,248.00	\$ 30,026.36	\$ (949.83)
DSS	607020622	Sr Caseworker	\$ 49,231.00	\$ 53,835.60	\$ (5,618.99)
SW	816199101	Dir of SW Prog	\$ 113,999.00	\$ 92,550.00	\$ 26,174.21
Health	418918802	PH Nurse	\$ 56,211.00	\$ 58,931.60	\$ (3,319.95)
Health	403520101	Sr Pub Health Ed	\$ 64,847.00	\$ 51,963.91	\$ 15,721.23
Health	403519403	RPN	\$ 45,482.00	\$ 56,274.40	\$ (13,169.97)
Health	298095501	Principal Accountant	\$ 83,684.00	\$ 67,391.87	\$ 19,881.29
Health	409018902	PH Sanitarian	\$ 42,097.00	\$ 43,148.42	\$ (1,283.05)
DSS	629248019	Employment Spec	\$ 42,097.00	\$ 43,148.42	\$ (1,283.05)
SW	816150805	Shift Sup ERF	\$ 76,357.00	\$ 69,008.79	\$ 8,967.02
Sheriff	311022006	Patrol SGT	\$ 76,732.00	\$ 75,982.40	\$ 914.74
Sheriff	311012906	Investigator	\$ 77,460.00	\$ 76,218.40	\$ 1,515.12
Sheriff	311022009	Patrol SGT	\$ 79,789.00	\$ 75,982.40	\$ 4,645.19
Sheriff	311008948	Patrol Officer	\$ 50,399.00	\$ 53,440.00	\$ (3,710.93)
Sheriff	316108901	Patrol Officer	\$ 50,399.00	\$ 53,440.00	\$ (3,710.93)
Sheriff	316108902	Patrol Officer	\$ 50,399.00	\$ 53,440.00	\$ (3,710.93)
Sheriff	311008949	Patrol Officer	\$ 50,399.00	\$ 53,440.00	\$ (3,710.93)
Sheriff	311008926	Patrol Officer	\$ 61,568.00	\$ 53,440.00	\$ 9,918.60
Highway	511011613	HEO	\$ 44,788.00	\$ 47,969.12	\$ (3,881.92)
Highway	513020402	EM II	\$ 52,624.00	\$ 47,885.60	\$ 5,782.27
Health	401095501	Sr Accountant	\$ 56,420.00	\$ 71,999.20	\$ (19,011.30)
Highway	501011701	Dep Superint	\$ 83,540.00	\$ 77,530.16	\$ 7,333.81
Highway	511011629	HEO	\$ 44,616.00	\$ 46,841.60	\$ (2,715.90)
DSS	607024704	CSW	\$ 29,284.00	\$ 32,558.68	\$ (3,996.09)
DSS	607004453	Caseworker	\$ 44,099.00	\$ 46,541.04	\$ (2,980.02)
DSS	607004485	Caseworker	\$ 44,518.00	\$ 46,541.04	\$ (2,468.72)
DSS	607004450	Caseworker	\$ 44,099.00	\$ 46,541.04	\$ (2,980.02)
DSS	607020603	Sr Caseworker	\$ 52,289.00	\$ 51,432.85	\$ 1,044.76
DSS	607020621	Sr Caseworker	\$ 52,271.00	\$ 54,615.19	\$ (2,860.62)
DSS	607004477	Caseworker	\$ 44,099.00	\$ 46,846.80	\$ (3,353.14)
DSS	607004605	CSW	\$ 29,284.00	\$ 30,928.52	\$ (2,006.81)
DSS	607024702	CSW	\$ 29,284.00	\$ 30,954.98	\$ (2,039.10)

	Dept.	Position	Title	Budget Salary	New* Salary	2023 Savings (+partial fringe)
	Health	418912202	Home Health Aide	\$ 27,300.00	\$ 28,918.68	\$ (1,975.28)
	Health	403523601	Sr Ph Nurse	\$ 63,936.00	\$ 67,646.40	\$ (4,527.80)
	DSS	629295501	Sr Accountant	\$ 72,091.00	\$ 54,654.60	\$ 21,277.64
	DSS	607004421	Caseworker	\$ 44,099.00	\$ 46,846.80	\$ (3,353.14)
	DSS	601000101	Account Clerk	\$ 29,767.00	\$ 30,952.28	\$ (1,446.40)
	DSS	601022334	SWE	\$ 35,982.00	\$ 37,948.24	\$ (2,399.40)
	DSS	601024702	Typist	\$ 28,320.00	\$ 29,898.44	\$ (1,926.17)
	Planning	861052201	Housing Prog Coord	\$ 66,103.00	\$ 53,724.44	\$ 15,105.56
	DSS	607004436	Caseworker	\$ 44,976.00	\$ 51,495.26	\$ (7,955.46)
	SW	816120401	EM I	\$ 46,343.00	\$ 44,828.48	\$ 1,848.17
	Sheriff	311022001	Patrol SGT	\$ 79,789.00	\$ 79,040.00	\$ 914.00
	SW	816152501	Chief Main Mech	\$ 70,369.00	\$ 67,891.20	\$ 3,023.66
	DSS	601045301	Dir of Fiscal Mgmt	\$ 63,354.00	\$ 74,970.00	\$ (14,175.00)
	Fire	341000601	Admin Sec	\$ 39,192.00	\$ 38,243.46	\$ 1,157.51
12-Jun	DSS	601005921	CSW	\$ 30,249.00	\$ 30,777.32	\$ (644.71)
	DSS	601005201	Typist	\$ 28,587.00	\$ 30,066.40	\$ (1,805.31)
	Co Clerk	146069402	Records Ret Clerk	\$ 38,402.00	\$ 28,742.28	\$ 11,787.76
	Aging	677226903	Aging Serv Asst	\$ 30,249.00	\$ 31,140.20	\$ (1,087.53)
	Aging	677256702	Aging Serv Spec	\$ 39,385.00	\$ 40,567.80	\$ (1,443.37)
	DSS	601022307	SWE	\$ 35,982.00	\$ 39,816.50	\$ (4,679.25)
	DSS	601022318	SWE	\$ 36,113.00	\$ 38,165.40	\$ (2,504.54)
	DSS	601022328	SWE	\$ 35,982.00	\$ 38,165.40	\$ (2,664.40)
	DSS	601020301	Sr Account Clerk	\$ 34,362.00	\$ 42,722.13	\$ (10,201.87)
	DSS	601038201	Accounting Sup B	\$ 60,042.00	\$ 47,028.80	\$ 15,880.01
	DSS	601020303	Prin Account Clerk	\$ 40,222.00	\$ 42,214.09	\$ (2,430.94)
	DSS	607024706	CSW	\$ 29,284.00	\$ 30,735.74	\$ (1,771.56)
	DSS	607004445	Caseworker	\$ 44,099.00	\$ 46,262.58	\$ (2,640.22)
	DSS	607004427	Caseworker	\$ 45,482.00	\$ 46,262.58	\$ (952.54)
	DSS	607004422	Caseworker	\$ 45,482.00	\$ 46,262.58	\$ (952.54)
	DSS	607004467	Caseworker	\$ 44,099.00	\$ 48,402.17	\$ (5,251.16)
	DSS	607004442	Caseworker	\$ 46,865.00	\$ 51,514.01	\$ (5,673.18)
	DSS	607097001	Sr Paralegal	\$ 50,614.20	\$ 52,132.63	\$ (1,852.94)
	Health	409018905	PH Sanitarian	\$ 42,097.00	\$ 43,370.60	\$ (1,554.17)
	DSS	601022341	SWE	\$ 35,982.00	\$ 37,716.00	\$ (2,116.00)
	Health	298019401	Educational Spec	\$ 56,275.00	\$ 58,455.50	\$ (2,660.87)
	Real Prop	135511102	Tax Map Tech	\$ 32,342.00	\$ 33,921.37	\$ (1,927.31)
	DSS	601005803	DSS Attorney	\$ 84,793.00	\$ 87,336.79	\$ (3,104.19)
	Highway	511011807	Crew Leader	\$ 50,128.00	\$ 55,286.40	\$ (6,294.80)
	Highway	511011805	Crew Leader	\$ 50,128.00	\$ 55,286.40	\$ (6,294.80)
10-Jul	DSS	607047003	Paralegal	\$ 45,482.00	\$ 49,208.25	\$ (4,547.14)
	Probation	314503701	Probation Asst	\$ 32,851.00	\$ 36,072.40	\$ (3,931.07)
	Probation	314024702	Typist	\$ 29,154.00	\$ 29,727.88	\$ (700.31)
	DSS	601020302	Sr Account Clerk	\$ 32,342.00	\$ 34,379.80	\$ (2,486.73)
	Health	403594502	PH Educator	\$ 44,599.00	\$ 42,854.48	\$ 2,128.84
	DSS	601024710	Typist	\$ 29,248.00	\$ 29,732.04	\$ (590.67)
	Health	405996601	Early Inter Spec	\$ 52,362.00	\$ 42,854.48	\$ 11,602.03
	DSS	601015203	Typist	\$ 28,498.00	\$ 29,773.64	\$ (1,556.66)
	DSS	601000109	Account Clerk	\$ 29,336.00	\$ 31,140.20	\$ (2,201.67)
	VET	651033301	Sr Vet Serv Asst	\$ 35,982.00	\$ 38,165.40	\$ (2,664.40)
	Highway	511011638	HEO	\$ 51,959.00	\$ 50,301.60	\$ 2,022.53
	Highway	511011602	HEO	\$ 53,290.00	\$ 50,606.40	\$ 3,274.80
	Sheriff	311020302	Sr Acct Clerk	\$ 51,917.00	\$ 39,797.12	\$ 14,789.89
	VET	651010001	Dir of Vet Serv	\$ 54,035.00	\$ 56,491.38	\$ (2,997.52)
	Health	403523602	Coord Health Families	\$ 67,036.00	\$ 67,681.30	\$ (787.46)
	SW	816150804	Shift Sup ERF	\$ 71,953.00	\$ 72,992.39	\$ (1,268.37)

Total \$ 130,994.61

Total Savings

Part-Time Vacant Positions

10-Jul-22

Number	Department	Full/Part-Time	Title	Salary
302011101	911	p	PT Geo Info Spec	\$ 22,217.00
302080824	911	p	PT Telecomm	\$ 18,211.00
168029201	CS	p	Summer Intern	\$ 7,140.00
123071201	Co Admin	p	Bud Analst Train Tmp	\$ 17,484.00
118506201	DA	P	PT Dep Coroner	\$ 5,495.00
601024717	DSS	P	PT Typist	\$ 16,338.00
601024718	DSS	P	PT Typist	\$ 16,338.00
601005917	DSS	p	PT CSW	\$ 15,404.00
601005918	DSS	p	PT CSW	\$ 15,404.00
601005919	DSS	p	PT SWE	\$ 16,895.00
601005920	DSS	p	PT CSW	\$ 15,404.00
341011205	Fire	P	Fire Inst	\$ 7,200.00
364024701	EMO	p	Pt Typist	\$ 17,254.00
403501399	Health	p	Temp Pt Hlth Invest	N/A
403519402	Health	p	PT Reg Prof Nurse	\$ 26,000.00
409099501	Health	p	Youth Aide	\$ 1,800.00
409099502	Health	p	Youth Aide	\$ 1,800.00
409099503	Health	P	Youth Aide	\$ 1,800.00
418918800	Health	P	PT PHN Hospice	N/A
418919401	Health	p	PT Reg Prof Nurse	\$ 33,415.00
418919404	Health	p	PT Reg Prof Nurse	\$ 8,951.00
511029201	Highway	P	Seasonal	\$ 8,960.00
511029202	Highway	P	Seasonal	\$ 8,960.00
511029203	Highway	P	Seasonal	\$ 8,960.00
511029204	Highway	P	Seasonal	\$ 8,960.00
511029205	Highway	P	Seasonal	\$ 8,960.00
561014001	Highway	P	Laborer	\$ 9,984.00
311130301	Sheriff	P	Court Attendant	\$ 10,069.00
311130307	Sheriff	P	Court Attendant	\$ 10,069.00
311130309	Sheriff	P	Court Attendant	\$ 10,069.00
311130312	Sheriff	P	Court Attendant	\$ 10,069.00
311130314	Sheriff	P	Court Attendant	\$ 10,069.00
311130316	Sheriff	P	Court Attendant	\$ 10,069.00
311130317	Sheriff	P	Court Attendant	\$ 10,069.00
311130318	Sheriff	P	Court Attendant	\$ 10,069.00
311130320	Sheriff	P	Court Attendant	\$ 10,069.00
311148901	Sheriff	P	Spec Patrol Officer	\$ 35,000.00
311148902	Sheriff	P	Spec Patrol Officer	\$ 35,000.00
315050302	Sheriff	P	Nurse Practitioner	\$ 41,200.00
315051002	Sheriff	P	PT Men Hlth Soc Wkr	\$ 30,000.00
816058101	SW	p	Enforcement Off	\$ 22,588.00
702029225	Youth	P	Lifeguard/C	\$ 3,500.00
702029227	Youth	P	Security Guard	\$ 6,250.00
702029229	Youth	P	Sr Kitchen Help	\$ 3,556.00

County Department Employee Count

as of 7/15/2022

Department	Full-Time	Part-Time	Seasonal	Totals
Board of Elections	10	25	0	35
Buildings & Grounds	29	14	1	44
Central Services	11	0	0	11
Clerk of Legislature (includes W&M)	4	0	0	4
Weights & Measures	1	0	0	1
Community Development, Tourism & Planning	13	0	0	13
County Administrator	6	0	0	6
County Attorney	5	0	0	5
County Clerk	38	1	0	39
County Legislature (includes Strategic Initiatives)	2	25	0	27
County Sheriff (includes Jail)	160	61	0	221
County Jail	80	2	0	82
County Treasurer (includes Real Property)	15	0	0	15
Real Property	6	0	0	6
District Attorney	19	10	0	29
Emergency 911	32	5	0	37
Emergency Management	6	1	0	7
Fire Advisory Board	2	20	0	22
Health	58	7	0	65
Highway (includes Airport)	95	0	2	97
Human Resources (includes Insurance Admin)	11	5	0	16
Insurance Administration	1	0	0	1
Office of the Aging	13	0	0	13
Probation	35	1	0	36
Purchasing	3	0	0	3
Assigned Counsel	2	2	0	4
Social Services (includes E&T)	292	14	5	311
Employment & Training	33	0	5	38
Solid Waste Programs (includes ERF)	57	1	1	59
Energy Recovery Facility	25	0	0	25
Veteran's Services	2	0	0	2
Youth Bureau (includes Camp Hollis)	6	1	29	36
Totals	926	193	38	1157

County Department Employee Count

7/15/2022

Department	Full-Time Employees 2022						Part-Time Employees 2022						Total					
	12/30/21	1/19/22	3/31/22	6/30/22	7/15/22		12/30/21	1/19/22	3/31/22	6/30/22	7/15/22		12/30/21	1/19/22	3/31/22	6/30/22	7/15/22	
Board of Elections	9	9	11	10	10		34	34	7	24	25		43	43	18	34	35	
Buildings & Grounds	29	32	29	28	29		13	13	14	14	14		42	45	43	43*	44*	
Central Services	10	11	11	11	11		0	0	0	0	0		10	11	11	11	11	
Clerk of Legislature (Inc. Weights/Measures)	3	3	3	4	4		0	0	0	0	0		3	3	3	4	4	
Weights & Measures: 1 FT																		
Community Development/Tourism/Planning	14	13	13	12	13		0	0	0	0	0		14	13	13	12	13	
County Administrator	6	6	6	6	6		0	0	0	0	0		6	6	6	6	6	
County Attorney	5	5	5	5	5		0	0	0	0	0		5	5	5	5	5	
County Clerk	36	39	42	38	38		1	1	1	1	1		37	40	43	39	39	
County Legislature (Inc. Strategic Initiatives)	1	1	1	2	2		25	25	25	25	25		26	26	26	27	27	
County Sheriff (includes County Jail)	158	160	165	161	160		57	59	59	61	61		215	219	224	222	221	
County Jail: 80 FT; 2 PT																		
County Treasurer (includes Real Property)	14	15	14	15	15		0	0	0	0	0		14	15	14	15	15	
Real Property: 6 FT																		
District Attorney	23	21	20	19	19		10	10	10	10	10		33	31	30	29	29	
Emergency 911	32	32	33	32	32		3	3	3	5	5		35	35	36	37	37	
Emergency Management	6	6	7	6	6		1	1	1	1	1		7	7	8	7	7	
Fire Advisory Board	2	2	2	2	2		17	17	18	20	20		19	19	20	22	22	
Health	63	64	61	59	58		14	14	13	7	7		77	78	74	66	65	
Highway (includes Airport)	98	99	99	95	95		0	0	0	0	0		98	99	99	97*	97*	
Human Resources (includes Ins. Admin.)	11	11	11	11	11		5	5	5	5	5		16	16	16	16	16	
Insurance Administration: 1 FT																		
Office for the Aging	15	15	15	13	13		0	0	0	0	0		15	15	15	13	13	
Probation	34	39	35	34	35		0	0	0	1	1		34	39	35	35	36	
Assigned Counsel	2	2	2	2	2		2	2	2	2	2		4	4	4	4	4	
Purchasing	2	3	2	3	3		0	0	0	0	0		2	3	2	3	3	
Social Services (Incl. Employment & Training)	298	317	302	292	292		14	15	13	14	14		312	332	315	311*	311*	
Employment & Training: 33 FT; 0 PT																		
Solid Waste Programs (includes ERF)	56	55	54	53	57		2	2	2	1	1		58	57	56	55*	59*	
Veterans' Services	2	3	2	3	2		0	0	0	0	0		2	3	2	3	2	
Youth Bureau (includes Camp Hollis)	6	6	6	6	6		0	0	0	1	1		6	6	6	36*	36*	
TOTAL	935	969	951	922	926		198	201	173	192	193		1133	1170	1124	1152*	1157*	

*Includes seasonal employees: B & G - 1; Highway - 2; DSS - 5; Solid Waste - 1; Youth Bureau - 29

LISTING (BY TITLE) OF EMPLOYEES ON APPROVED LEAVE OF ABSENCE

7/15/2022

DEPARTMENT	TITLE	REASON FOR LEAVE
Buildings & Grounds	Messenger p.t.	Medical Leave of Absence (Unpaid)
Clerk of Legislature	Admin Secretary/Deputy Clerk	Family/Medical Leave (Unpaid)
Community Development	Marketing & Design Specialist	Family/Medical Leave - Intermittent (Paid)
County Clerk	Motor Vehicle Clerk	Medical Leave of Absence (Unpaid)
E-911	Senior Telecommunicator	Family/Medical Leave - Intermittent (Paid)
Health	Social Worker	Family/Medical Leave - Intermittent (Unpaid)
	Senior Account Clerk	Family/Medical Leave (Paid)
Highway	Heavy Equipment Operator	Family/Medical Leave (Unpaid)
	Medium Equipment Operator	Family/Medical Leave - Intermittent (Unpaid)
	Heavy Equipment Operator	Family/Medical Leave - Intermittent (Paid)
	Medium Equipment Operator	Family/Medical Leave - Intermittent (Unpaid)
	Equipment Mechanic II	Family/Medical Leave - Intermittent (Unpaid)
Probation	Probation Officer	Family/Medical Leave (Paid)
	Senior Probation Officer	Family/Medical Leave - Intermittent (Paid)
Sheriff	Correction Officer	207C Workers' Compensation-Intermittent (Paid)
	Patrol Officer	207C Workers' Compensation (Paid)
	Patrol Officer - Sergeant	207C Workers' Compensation (Paid)
	Correction Officer	207C Workers' Compensation (Paid)
	Senior Typist	Family/Medical Leave - Intermittent (Paid)
	Correction Officer	207C Workers' Compensation (Paid)
	Correction Officer	207C Workers' Compensation (Paid)
	Correction Officer	207C Workers' Compensation (Paid)
Social Services	Sr. Computer Services Assistant	Family/Medical Leave (Paid)
	Social Welfare Examiner	Family/Medical Leave (Unpaid)
	Social Welfare Examiner	Medical Leave of Absence (Unpaid)
	Caseworker Aide	Medical Leave of Absence (Unpaid)
	Social Welfare Examiner	Family/Medical Leave - Intermittent (Paid)
	Senior Caseworker	Personal Leave of Absence (Unpaid)
	Employment Specialist	Family/Medical Leave - Intermittent (Unpaid)
	Caseworker	Family/Medical Leave (Unpaid)
	DSS Attorney	Family/Medical Leave (Paid)
	Senior Typist	Family/Medical Leave (Paid)
	Social Welfare Examiner	Family/Medical Leave - Intermittent (Unpaid)
	Caseworker	Family/Medical Leave (Paid)
	Employment Specialist	Family/Medical Leave - Intermittent (Paid)

SUMMARY

Paid Leave	20
Unpaid Leave:	<u>15</u>
	35

Exams Scheduled as of 07/19/2022

Exam No	Title	Type	Deadline	Exam Date
22141	ACCOUNT CLERK (OC)	OC	08/24/2022	09/24/2022
44322	CASEWORKER (OC)	OC	08/24/2022	09/24/2022
22397	CASEWORKER-SPANISH SPEAKING (OC)	OC	08/24/2022	09/24/2022
78384	CORRECTION OFFICER - SERGEANT (PROM)	PROM	08/24/2022	10/01/2022
62622	PATROL OFFICER (SHERIFF'S DEPARTMENT)(POLICE OFFICER (VILLAGE POLICE DEPARTMENTS) (OC)	OC	08/10/2022	09/17/2022
22148	SENIOR TYPIST (OC)	OC	08/24/2022	09/24/2022
22149	SENIOR TYPIST (PROM)	PROM	08/24/2022	09/24/2022
20022	SOCIAL SERVICES ATTORNEY (OC)	OC	08/03/2022	08/03/2022
22145	TYPIST (OC)	OC	08/24/2022	09/24/2022
***** TOTAL EXAMS REPORTED *****		9		

Exams Waiting Results as of 07/19/2022

Exam No	Title	Type	Deadline	Exam Date
77160	ADMINISTRATIVE SECRETARY (NCP)	NCP	05/04/2022	06/11/2022
64042	ADMINISTRATIVE SECRETARY (OC)	OC	05/04/2022	06/11/2022
66359	CASEWORKER AIDE (OC)	OC	06/08/2022	07/16/2022
66402	CASEWORKER AIDE (SPANISH SPEAKING) (OC)	OC	06/08/2022	07/16/2022
22297	CASEWORKER-SPANISH SPEAKING (OC)	OC	05/25/2022	06/25/2022
65948	COMMUNITY SERVICE WORKER (OC)	OC	06/08/2022	07/16/2022
76686	COMMUNITY SERVICE WORKER (PROM)	PROM	06/08/2022	07/16/2022
71103	CORRECTION SUPERVISOR (PROM)	PROM	02/23/2022	04/02/2022
71907	CRIMINAL INVESTIGATOR (PROM)	PROM	05/04/2022	06/11/2022
77738	DIRECTOR OF PREVENTIVE HEALTH SERVICES (NCP)	OC	03/23/2022	04/30/2022
76173	DIRECTOR OF SOCIAL SERVICES (PROM)	PROM	03/23/2022	04/30/2022
69318	EMPLOYMENT ADVISOR (OC)	OC	02/23/2022	04/02/2022
65869	EMPLOYMENT SPECIALIST (OC)	OC	02/23/2022	04/02/2022
73842	HEAD AUTOMOTIVE MECHANIC (CITI BOCES) (PROM)	PROM	04/06/2022	05/14/2022
60221	HEAD AUTOMOTIVE MECHANIC (SCHOOLS) (OC)	OC	04/06/2022	05/14/2022
69192	INDEX CLERK (OC)	OC	01/26/2022	03/05/2022
65864	MOTOR VEHICLE CLERK (OC)	OC	01/26/2022	03/05/2022
72151	PATROL OFFICER - SERGEANT (PROM)	PROM	05/04/2022	06/11/2022
76439	PRINCIPAL CLERK (NCP)	NCP	04/06/2022	05/14/2022
61752	PROBATION OFFICER (OC)	OC	05/18/2022	06/25/2022
62984	PUBLIC HEALTH EDUCATOR (OC)	OC	02/23/2022	04/02/2022
75625	SENIOR INDEX CLERK (PROM)	PROM	01/26/2022	03/05/2022
64535	SENIOR MOTOR VEHICLE CLERK (OC)	OC	01/26/2022	03/05/2022
75865	SENIOR MOTOR VEHICLE CLERK (PROM)	PROM	01/26/2022	03/05/2022
77206	SENIOR SOCIAL WELFARE EXAMINER (PROM)	PROM	05/18/2022	06/25/2022
74652	SENIOR SUPPORT EXAMINER (PROM)	PROM	04/06/2022	05/14/2022
62691	SOCIAL WELFARE EXAMINER (OC)	OC	05/18/2022	06/25/2022
72343	SOCIAL WELFARE EXAMINER (PROM)	PROM	05/18/2022	06/25/2022
66600	SUPPORT EXAMINER (OC)	OC	04/06/2022	05/14/2022
***** TOTAL EXAMS REPORTED *****		29		