

PERSONNEL COMMITTEE MEETING MINUTES
December 6, 2022

The Personnel Committee of the Broome County Legislature met on Tuesday, December 6, 2022 in the Legislative Conference Room.

Members Present: G. Baldwin, M. Hilderbrant, K. Wildoner, K. Beebe, S. Ryan.

Members Absent: None

Others Present: M. Pasquale, B. Weslar, J. Shaw, K. Myers, M. Kaminsky, C. O'Brien, A. Martin, M. Tanzini, J. Scott, C. Hall, R. O'Donnell, Legislature. J. Garnar, M. Ponticiello, County Executive; J. Knebel, G. Bucciarelli, OMB; C. Segrue, Personnel; N. Williams, K. White, DSS; M. McFadden, Health; T. Eaton, M. Whitcombe, OFA; B. Murphy, J.P. Tschang. OET; V. Gialanella, Resident.

The Personnel Committee meeting was called to order by the Chair at 4:00 PM. Ms. Ryan made a motion to move the agenda, seconded by Ms. Beebe.

The Committee took the following action with regard to the matters before it:

#2 [RESOLUTION AUTHORIZING REVISION OF THE EXPANDED IN-HOME SERVICES FOR THE ELDERLY PROGRAM \(EISEP\) GRANT FOR THE OFFICE FOR AGING AND ADOPTING A REVISED PROGRAM BUDGET FOR 2022-2023](#)

Carried. Ayes-5, Nays-0

#3 [RESOLUTION AUTHORIZING REVISION OF THE COMMUNITY SERVICES FOR THE ELDERLY \(CSE\) PROGRAM GRANT FOR THE OFFICE FOR AGING AND ADOPTING A REVISED PROGRAM BUDGET FOR 2022-2023](#)

Carried. Ayes-5, Nays-0

#4 [RESOLUTION AUTHORIZING REVISION OF THE WELLNESS IN NUTRITION \(WIN\) PROGRAM GRANT FOR THE OFFICE FOR AGING AND ADOPTING A REVISED PROGRAM BUDGET FOR 2022-2023](#)

Responding to a question from Ms. O'Brien, Mr. Eaton stated that due to an increase in meal costs, there is a chance that some nutritional meals are being missed. Ms. Whitcombe stated that they do encourage healthy eating and try to send fresh produce as often as possible.

Carried. Ayes-5, Nays-0

#5 [RESOLUTION AUTHORIZING RENEWAL OF THE TITLE III-B SUPPORTIVE SERVICES PROGRAM GRANT FOR THE OFFICE FOR AGING AND ADOPTING A PROGRAM BUDGET FOR 2023](#)

Carried. Ayes-5, Nays-0

#7 [RESOLUTION AUTHORIZING RENEWAL OF THE TITLE III-C-1 CONGREGATE MEALS PROGRAM GRANT FOR THE OFFICE FOR AGING AND ADOPTING A PROGRAM BUDGET FOR 2023](#)

Carried. Ayes-5, Nays-0

#8 RESOLUTION AUTHORIZING RENEWAL OF THE TITLE III-C-2 HOME DELIVERED MEALS PROGRAM GRANT FOR THE OFFICE FOR AGING AND ADOPTING A PROGRAM BUDGET FOR 2023

Carried. Ayes-5, Nays-0

#19 RESOLUTION AUTHORIZING RENEWAL OF THE AGREEMENT WITH VARIOUS RESPITE SERVICE PROVIDERS FOR SERVICES RELATED TO THE OFFICE FOR AGING'S TITLE III-E FAMILY CAREGIVER PROGRAM AND THE CAREGIVER SUPPORT INITIATIVE FOR 2023

Carried. Ayes-5, Nays-0

#27 RESOLUTION AUTHORIZING PERSONNEL CHANGE REQUEST FOR THE BROOME COUNTY HEALTH DEPARTMENT

Responding to a question from Ms. O'Brien, Ms. McFadden stated that this is funded through the ELC COVID and Mpox grant.

Carried. Ayes-5, Nays-0

#35 RESOLUTION AUTHORIZING ACCEPTANCE OF THE EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) FOR THE OFFICE OF EMERGENCY SERVICES AND ADOPTING A PROGRAM BUDGET FOR 2021-2024

Carried. Ayes-5, Nays-0

#54 RESOLUTION AUTHORIZING PERSONNEL CHANGE REQUESTS FOR THE OFFICE OF EMPLOYMENT AND TRAINING

Responding to a question from Ms. O'Brien, Mr. Murphy stated that this is funded through the NENY grant and there is enough money from this grant and others to cover the upgraded positions.

Mr. Wildoner made a motion seconded by Ms. Ryan to amend the resolution as attached in the minutes.

Amendment carried. Ayes-5, Nays-0

Resolution as amended carried. Ayes-5, Nays-0

There being no further business to come before the Committee at this time, a motion to adjourn was made by Mr. Wildoner seconded by Mr. Hilderbrant. The meeting adjourned at 4:10 PM.

Sponsored by: Personnel, Economic Development, Education & Culture and Finance Committees

RESOLUTION AUTHORIZING PERSONNEL CHANGE REQUESTS FOR THE OFFICE OF EMPLOYMENT AND TRAINING

RESOLVED, that in accordance with a request contained in PCR# 3438 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Assistant, Grade 09s, Union Code 04 CSEA, Full Time, minimum hourly rate \$14.7893, 37.5 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Assistant, Grade 11s, Union Code 04 CSEA, Full Time, minimum hourly rate \$16.3228, 37.5 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3439 from the Office of Employment and Training, this County Legislature hereby changes the position of Senior Employment & Training Assistant, Grade 11s, Union Code 04 CSEA, Full Time, minimum hourly rate \$16.3228, 37.5 hours weekly, budget line 33020006.6001000.1010.3310248 to Senior Employment & Training Assistant, Grade 13s, Union Code 04 CSEA, Full Time, minimum hourly rate \$18.0348, 37.5 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3440 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Counselor, Grade 14, Union Code 04 CSEA, Full Time, minimum hourly rate \$18.9623, 37.5 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Counselor, Grade 16, Union Code 04 CSEA, Full Time, minimum hourly rate \$20.9595, 37.5 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3441 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Counselor, Grade 14, Union Code 08 CSEA, Part Time, minimum hourly rate \$18.9623, 18.75 hours weekly, budget line 33020006.6001001.1010.3310248 to Employment & Training Counselor, Grade 16, Union Code 08 CSEA, Part Time, minimum hourly rate \$20.9595, 18.75 hours weekly, budget line 33020006.6001001.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3442 from the Office of Employment and Training, this County Legislature hereby changes the position of Associate Employment & Training Program Coordinator, Grade 18s, Union Code 07 BAPA, Full Time, minimum annual salary \$48,610, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Associate Employment & Training Program Coordinator, Grade 20s, Union Code 07 BAPA, Full Time, minimum annual salary \$53,490, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3443 from the Office of Employment and Training, this County Legislature hereby changes the position of Associate Employment & Training Program Coordinator, Grade 18, Union Code 07 BAPA, Full Time, minimum annual rate \$48,610, 37.50 hours weekly, budget line 33020006.6001000.1010.3310243 to Associate Employment & Training Program Coordinator, Grade 20, Union Code 07 BAPA, Full Time, minimum annual salary \$53,490, 37.50 hours weekly, budget line 33020006.6001000.1010.3310243, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3444 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Coordinator, Grade 14, Union Code 04 CSEA, Full Time, minimum hourly rate \$18.9623, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Coordinator, Grade 16, Union Code 04 CSEA, Full Time, minimum hourly rate \$20.9595, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3445 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Counselor, Grade 14s, Union Code 04 CSEA, Full Time, minimum hourly rate \$18.9623, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Counselor, Grade 16s, Union Code 04 CSEA, Full Time, minimum hourly rate \$20.9595, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023, and be it

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3447 from the Office of Employment and Training, this County Legislature hereby changes the position of Contracts Specialist, Grade 18, Union Code 07 BAPA, Full Time, minimum annual salary ~~[\$51,631]~~ **\$48,610**, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Contracts Specialist, Grade 20, Union Code 07 BAPA, Full Time, minimum annual salary ~~[\$56,863]~~ **\$53,490**, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023.

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3450 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Assistant, Grade 09s, Union Code 04 CSEA, Full Time, minimum annual salary \$14.7893, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Assistant, Grade 11s, Union Code 04 CSEA, Full Time, minimum annual salary \$16.3228, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023.

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3454 from the Office of Employment and Training, this County Legislature hereby changes the position of Senior Employment & Training Counselor, Grade 15, Union Code 04 CSEA, Full Time, minimum annual salary \$19.9371, 37.50 hours weekly, budget line 33020006.6001000.1010.3310241 to Senior Employment & Training Counselor, Grade 17, Union Code 04 CSEA, Full Time, minimum annual salary \$22.0533, 37.50 hours weekly, budget line 33020006.6001000.1010.3310241, effective January 1, 2023.

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3457 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Counselor, Grade 14s, Union Code 04 CSEA, Full Time, minimum annual salary \$18.9623 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Counselor, Grade 16s, Union Code 04 CSEA, Full Time, minimum annual salary \$20.9595, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023.

FURTHER RESOLVED, that in accordance with a request contained in PCR# 3515 from the Office of Employment and Training, this County Legislature hereby changes the position of Employment & Training Counselor, Grade 14s, Union Code 04 CSEA, Full Time, minimum annual salary \$18.9623 37.50 hours weekly, budget line 33020006.6001000.1010.3310248 to Employment & Training Counselor, Grade 16s, Union Code 04 CSEA, Full Time, minimum annual salary \$20.9595, 37.50 hours weekly, budget line 33020006.6001000.1010.3310248, effective January 1, 2023.

[Bold brackets] deleted
Bold underlined added