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- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval/Personnel Committee Meeting Minutes – November 9, 2022**
- 4. Approval/ Standard Work Day and Reporting**
- 5. FYI/ 2022/ Accident Report**
- 6. FYI/2022/ Incident Report**
- 7. Other Business**
- 8. Adjournment**

Pages 12/13
#3

**PERSONNEL COMMITTEE MEETING
HELD IN ROOM #318 (Relocated to Room #102)
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Jonke, Legislators Addonizio & Nacerino

Wednesday

6:30PM

November 9, 2022

The meeting was called to order at 6:30PM by Chairman Jonke. He requested Legislator Nacerino lead in the Pledge of Allegiance. Upon roll call Legislators Addonizio, Nacerino and Chairman Jonke were present.

Item #3 - Approval/Personnel Committee Meeting Minutes/ August 9th, August 29, October 14, 2022

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 - FYI/ Putnam County Vision Plan Coverage/ Risk Manager Mat Bruno & Deputy Commissioner of Finance Mike Lewis

Chairman Jonke stated Risk Manager Mat Bruno and Deputy Commissioner of Finance Mike Lewis are present to provide an overview of this new Vision Plan that will be available to the County non-union employees.

Risk Manager Mat Bruno stated he wanted to provide some good news to the Legislature. He stated there were approximately 133 employees who do not have a Vision Plan. He stated through the past year of negotiations with the County's Dental Insurance Company, Principal. He stated it was because of the County having the Dental Insurance with Principal, they were able to negotiate this plan. He stated effective January 1, 2023, the Vision Plan will be available to the County Employees who do not have a Vision Plan.

Legislator Nacerino questioned if there is any cost to the employee.

Risk Manager Mat Bruno stated there is no cost to the employee. He stated it is full employer payment, similar to the County's Dental Plan.

Item #5 - Approval/ Local Law Establishing the 2023 Salary of Certain Elected Officials Serving for Fixed Terms

Chairman Jonke made a motion to approve the Local Law Establishing the 2023 Salary of Certain Elected Officials; Seconded by Legislator Nacerino. All in favor.

Item #6 - Approval/ Local Law Establishing the 2023 Salaries of Certain Appointed Officers Serving for Fixed Terms

Chairman Jonke made a motion to Approve Local Law Establishing the 2023 Salaries of Certain Appointed Officers Serving for Fixed Terms; Seconded by Legislator Nacerino. All in favor.

Item #7 - Approval/ 2023 Salaries for Officers and Employees Paid from County Funds

Legislator Montgomery stated every year she has been a Legislator she has asked why this list cannot be separated out. She stated that she believes Commissioner of Finance Carlin has stated that he would look at that. She stated that her reason for this is she approves some of the salaries for the employees, but not all and she does not agree that the Elected Officials should be on the list.

Chairman Jonke stated agenda Item #5 addressed the Local Laws pertaining to the Salaries of the Elected Officials. He stated there were no comments made when that item was just addressed.

Legislator Montgomery stated her question is regarding this resolution and the fact the Elected Officials are lumped in with the regular employees. She stated she has never received an explanation or even if there is a legal reason why it needs to be done this way.

Chairman Jonke facilitated further discussion and requested that Deputy Commissioner of Finance Mike Lewis please touch base with Commissioner Carlin regarding this.

Chairman Jonke made a motion to Approve 2023 Salaries for Officers and Employees Paid from County Funds; Seconded by Legislator Nacerino. All in favor.

Item #8 - Approval/Financial Disclosure List for the Year 2023 Filing Recommended by the Putnam County Personnel Director Pursuant To Code Section 55-7

Chairman Jonke requested confirmation from Personnel Director Eldridge that this is a list of the people who need to file a Financial Disclosure (FD) form.

Personnel Director Eldridge stated that is correct.

Legislator Gouldman questioned if there is any problem getting the people on the list to fill out the FD form.

Personnel Director Eldridge stated earlier on, there were some issues, but not really anymore.

Chairman Jonke made a motion to Approve the Financial Disclosure List for the Year 2023 Filing Recommended by the Putnam County Personnel Director Pursuant To Code Section 55-7; Seconded by Legislator Nacerino. All in favor.

Item #9 - Approval/ Ratification of Memorandum of Agreement Between County of Putnam and Civil Service Employees Association, Inc. (CSEA)/ County Attorney Jennifer Bumgarner

Chairman Jonke requested County Attorney Bumgarner provide a broad overview.

County Attorney Bumgarner stated this includes a one (1) year roll over that will provide a straight salary increase. She stated nothing else was negotiated.

Legislator Nacerino stated she believes it is advantageous to the CSEA Unit members and the new Administration.

Chairman Jonke stated he agrees it is fair to the employees and gives the new Administration time to work on the next agreement.

Legislator Addonizio stated she agrees with the statements made by her committee members and will support this.

Chairman Jonke made a motion to Approve Ratification of Memorandum of Agreement Between County of Putnam and Civil Service Employees Association, Inc. (CSEA)/ Seconded by Legislator

Item #10 – Approval/ Ratification of Memorandum of Agreement Between County of Putnam and Putnam Management Association (PuMA)/ County Attorney Jennifer Bumgarner

County Attorney Bumgarner stated this agreement does expire at the end of 2023. She stated given the fact that they have been negotiating with the other Units, an offer was made to PuMA. She explained that PuMA had submitted a request for several titles to be considered to be added to PuMA. She stated an offer was made to PuMA, a 3.5% increase in 2023 in exchange for them to drop the request to add positions and titles to the Unit, and they agreed to that.

Chairman Jonke questioned how many positions they were requesting be added.

Personnel Director Eldridge stated he believes it was six (6).

Legislator Nacerino questioned if a new title can be introduced mid-contract.

Personnel Director Eldridge stated it can be done and there is a process that must be followed. He stated for clarification they are not moving new titles in for 2023.

Legislator Montgomery requested clarification that through negotiations we eliminated their option to add six (6) positions they thought they needed and in turn offered them 3.5% rollover.

County Attorney Bumgarner stated that the six (6) positions, titles, already exist and are filled. She stated there are employees who are doing the job but are just not include in the PuMA Unit.

Sheriff's Department Fiscal Manager Kristin VanTassel questioned if there are six (6) titles or six (6) positions.

Personnel Director Eldridge stated he believes it was five (5) titles and six (6) positions.

Chairman Jonke made a motion to Approve/ Ratification of Memorandum of Agreement Between County of Putnam and Putnam Management Association (PuMA); Seconded by Legislator Addonizio. All in favor.

Item #11 – Approval/ Budgetary Transfer- 22T224/ Stipend for County Employee Assuming Additional Administrative Responsibilities in the Planning Department since April and will Assume Additional Duties in the Purchasing Department until New Administration fills Vacancies/ Commissioner of Finance William Carlin

Chairman Jonke explained this request came to the Legislature late September. He explained due to the Legislature's Budget Process that takes place during the month of October, this item was held for this November meeting. He stated this employee has experience and background in many different departments throughout the County. He stated during this year, said employee has been asked to take on many additional responsibilities and has done so with no hesitation. He stated the Administration is requesting a \$7,500 stipend for this employee. He stated he is in support of this request.

Legislator Nacerino stated that she believes this request to be very appropriate and this employee has hit the ground running with every task. She stated that she will support this request.

Legislator Addonizio stated that she agrees with her committee members and stated that there is no fiscal impact.

Chairman Jonke stated the Commissioner of Planning left employment with the County in the Spring and the Purchasing Director left employment with the County a couple of months ago. He stated the funding for the stipend will come out of those budget lines.

Director Personnel Paul Eldridge stated it will be for this year only.

Legislator Montgomery stated she is unaware of who the employee is that is being discussed.

Chairman Jonke stated the employee has been with the County for many years, maybe 25 or more.

Legislator Nacerino stated it is obvious based on the employee who is handling the work in the Purchasing and Planning Departments.

Chairman Jonke made a motion to Approve/ Budgetary Transfer- 22T224/ Stipend for County Employee Assuming Additional Administrative Responsibilities in the Planning Department since April and will Assume Additional Duties in the Purchasing Department until New Administration fills Vacancies; Seconded by Legislator Nacerino. All in favor.

Item #12 - Approval/ Budgetary Amendment- 22A066/ Reclassify Position, Account Clerk in the Child Support Unit to Account Clerk II- Retroactive to July 1, 2022/ Commissioner of Mental Health, Social Services & Youth Bureau Mike Piazza

Commissioner of Mental Health, Social Services & Youth Bureau Mike Piazza stated a desk audit was done. He stated the result was the position should be upgraded to an Account Clerk II. He stated that the desk audit was conducted earlier this year and because of the Budget Process it has been delayed. He stated that is why the request includes it to be retroactive to July 1, 2022. He stated he did include the Account Clerk II in the 2023 budget.

Chairman Jonke stated there will be no fiscal impact to the 2022 budget.

Commissioner of Mental Health, Social Services & Youth Bureau Mike Piazza stated that is correct, the funding is coming from a vacant Account Clerk budget line.

Chairman Jonke made a motion to Approve/ Reclassify Position, Account Clerk in the Child Support Unit to Account Clerk II- Retroactive to July 1, 2022; Seconded by Legislator Nacerino. All in favor.

Item #13 - Approval/ Fund Transfer- 22T271/ DSS- Transfer Savings From Vacant Account Clerk II Position to cover a Reclassification from Account Clerk to Account Clerk II, Effective 7/1/2022/ DSS and Youth Bureau Commissioner Piazza

Chairman Jonke stated Fund Transfer -22T271 is related to the previous agenda item #12.

Chairman Jonke made a motion to Approve/ Fund Transfer- 22T271/ DSS- Transfer Savings from Vacant Account Clerk II Position to cover a Reclassification from Account Clerk to Account Clerk II, Effective 7/1/2022; Seconded by Legislator Addonizio. All in favor.

Item #14 - Approval/ Fund Transfer – 22T305/ Sheriff's-Corrections Facility/Transfer of Surplus Funds from Personnel Lines Due to Vacancies, FMLA, etc. to Cover Projected Overtime Costs for the Remainder of 2022/ Sheriff McConville

Chairman Jonke stated that he spoke to the Sheriff regarding these requests, agenda items #14, #15 and #16. He stated there are some circumstances that have required constant watches, which is a main contributing factor to the following requests #14, #15 and #16.

Corrections Captain James Greenough stated that is correct and another major issue they are faced with is five (5) people have left the employment of the Correctional facility this year. He stated additionally with the shortage of staff they have still had to conduct Constant Watches (CW). He stated there is currently a person on CW since September 28, 2022. He stated from August to October there have been 38 people on CW, for 2,006 hours. He stated they started 2022 eight (8) people short, they have hired nine (9) and still have four (4) more openings. He is stating he is working where Personnel Director Eldridge, and there are three (3) candidates they hope to have on board by the end of this year.

Chairman Jonke recalled a fund transfer request earlier in the year due to an inmate who had a developmental disability, and he heard from many resources how great the Sheriff's Department did handle that case. He stated there is no fiscal impact related to this request.

Chairman Jonke made a motion to Approval/ Fund Transfer – 22T305/ Sheriff's-Corrections Facility/Transfer of Surplus Funds from Personnel Lines Due to Vacancies, FMLA, etc. to Cover Projected Overtime Costs for the Remainder of 2022; Seconded by Legislator Nacerino. All in favor.

Item #15 - Approval/ Fund Transfer – 22T306/ Sheriff's- Corrections Facility/ Transfer to assist in Covering Projected Overtime Costs for the Remainder of 2022 within Jail Medical/ Sheriff McConville

Chairman Jonke made a motion to Approval/ Fund Transfer – 22T306/ Sheriff's- Corrections Facility/ Transfer to assist in Covering Projected Overtime Costs for the Remainder of 2022 within Jail Medical; Seconded by Legislator Nacerino. All in favor.

Item #16 - Approval/ Fund Transfer – 22T307/ Sheriff's- Corrections Facility/ Transfer to Cover Projected Overtime Costs in Jail Transports for the Remainder of 2022 Sheriff McConville

Chairman Jonke made a motion to Approval/ Fund Transfer – 22T307/ Sheriff's- Corrections Facility/ Transfer to Cover Projected Overtime Costs in Jail Transports for the Remainder of 2022; Seconded by Legislator Nacerino. All in favor.

Item #17 – FYI/ 2022/ Accident Report – Duly Noted

Item #18 - FYI/2022/ Incident Report – Duly Noted

Item #19 - Other Business

a. Approval/ Ratification of Memorandum of Agreement (MOA/ Putnam County Sheriff's Employee's Association (PCSEA)

Chairman Jonke made a motion to waive the Rules and Accept the Other Business; Seconded by Legislator Addonizio. All in favor.

County Attorney Bumgarner stated this Unit, PCSEA, also has an agreement through 2023. She stated to be uniformed across the board the Administration approached them as well with an offer as well. She stated they were amenable, and overwhely approved the MOA on the 25th of October. She stated in exchange for the 3.5% in 2023 there were two (2) grievances that they had filed. She explained they were each in the very early stages of the process, and may not have moved forward at all. She stated it was indicated to them that in exchange for the 3.5% they would agree not to move forward with the grievances, and they would be resolved internally through management. She stated that did occur.

Chairman Jonke questioned how many employees does this affect.

Personnel Director Eldridge stated approximately 70.

County Attorney Bumgarner stated so those are three (3) out of the four (4) Units that did negotiate.

Legislator Gouldman questioned if this money has been budgeted in the 2023.

County Attorney Bumgarner stated that is correct. She stated that she did consult with Commissioner of Finance Carlin before the final 2023 Budget was adopted, knowing that the Memorandum of Agreements were being considered.

Legislative Counsel Firriolo stated in fact there was a separate resolution approved (R#209/2022) during the Budget process addressing the possibility of the ratification of the MOAs.

Personnel Director Eldridge noted the PBA Unit leadership rejected the offer to negotiate, and therefore their contract will expire at the end of 2022.

County Attorney Bumgarner stated for clarity the members of the PBA Unit will not be receiving the 3.5% increase at the start of 2023. She stated the other three (3) Units you addressed this evening will have a contract through 2023. She stated the new Administration will not have to negotiate four (4) expired Unit contracts, it will only be one (1).

Chairman Jonke made a motion to Approve Ratification of MOA – Putnam County Sheriff's Employee Association; Seconded by Legislator Nacerino. All in favor.

Item #20- Adjournment

There being no further business at 7:01 PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Addonizio. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.

Approval
Reso. 12/13
#4

APPROVAL/ STANDARD WORK DAY AND REPORTING RESOLUTION

WHEREAS, the New York State and Local Employees' Retirement System requires the County to file the Standard Work Days for elected and appointed employees based on time and attendance records or the records of activities maintained and submitted by these officials to the Clerk of the Legislature, and

WHEREAS, a copy of this report was contained in the following:

- Resolution #195 of 2010 and Resolution #286 of 2010 (one employee only).
- Resolution #338 of 2011 correcting Resolution #190 of 2011.
- Resolution #218 of 2012 correcting Resolution #155 of 2012.
- Resolution #143 of 2013.
- Resolution #168 of 2014.
- Resolution #150 of 2015.
- Resolution #148 of 2016.
- Resolution #156 of 2017.
- Resolution #244 of 2017 reflecting change made on Resolution #226 of 2014 which corrected Resolution #143 of 2013 (one employee only).
- Resolution #170 of 2018.
- Resolution #141 of 2019.
- Resolution #266 of 2019 correcting Resolution #141 of 2019.
- Resolution #115 of 2020.
- Resolution #176 of 2020 correcting Resolution #115 of 2020.
- Resolution #125 of 2021.
- Resolution #209 of 2021 correcting Resolution #125 of 2021.
- Resolution #131 of 2022.

And

WHEREAS, a new Record of Activities (ROA) has been submitted since the approval of Resolution #131 of 2022; now therefore be it

RESOLVED that the County of Putnam hereby established the following as standard work days for the listed elected officials in schedule "A" and will report the following days worked to the New York State and Local Employees' Retirement system based upon time and attendance records or on the record of activities maintained and submitted by these officials to the Clerk of this body.

Standard Workday and Reporting Resolution 2022

Elected Officials REVISED: June 13, 2022

Department	Description	Employee Name	Original Hire Date	Current Position Hire	Standard Work Day (Hrs./Day)	Current Term Begins/Ends	Days/ Month
1010	Legislator	Toni Addonizio	1/1/2015	1/1/2015	6	1/1/2021 - 12/31/2023	23.67
1010	Legislator	Carl Albano	1/1/2011	1/1/2011	6	1/1/2020 - 12/31/2022	22.52
1010	Legislator	Joseph Castellano	1/1/2013	1/1/2013	6	1/1/2022 - 12/31/2024	11.30
1010	Legislator	William Gouldman	1/1/2015	1/1/2015	6	1/1/2021 - 12/31/2023	32.19
1010	Legislator	Paul Jonke	1/1/2017	1/1/2017	6	1/1/2020 - 12/31/2022	27.69
1010	Legislator	Nancy Montgomery	1/1/2019	1/1/2019	6	1/1/2022 - 12/31/2024	22.68
1010	Legislator	Amy E. Sayegh	1/1/2018	1/1/2018	6	1/1/2021 - 12/31/2023	18.14
1010	Legislator / Chairman	Neal Sullivan	1/1/2017	1/1/2017	6	1/1/2020 - 12/31/2022	20.19
1165	District Attorney	Robert Tendy	1/1/2016	1/1/2016	7	1/1/2020 - 12/31/2023	32.00
1185	Coroner	Wendy Erickson	1/1/2021	1/1/2021	6	1/1/2021 - 12/31/2024	2.23
1230	County Executive	Mary Ellen Odell	1/4/2006	11/11/2011	7	1/1/2019 - 12/31/2022	24.64
1410	County Clerk	Michael Bartolotti	2/11/2002	1/1/2015	7	1/1/2019 - 12/31/2022	22.05

Please Note: There are no officials reported on this Resolution who are member(s) of Tier 1.

Monday, November 28, 2022

Personnel Committee Mtg.
December 13, 2022
#5

FYI/ 2022 Accident Report

Personnel Committee Mtg.
December 13, 2022
#6

FYI/ 2022 Employee Incident Report