

PERSONNEL SUB-COMMITTEE

OCTOBER 15, 2007 – 1:30 P.M.

Present: Chairman Gutheil; Supervisors Hargrave and Thompson; Press.

Chairman Gutheil called the meeting to order and welcomed all in attendance.

Mr. Gutheil said that the Law and Finance Committee is looking for a direction on what the Personnel Committee functions would be. In the meantime, research has been done from a number of counties to get an idea of what other counties have done. Some of the counties have a legislator and some have a Board of Supervisors with a County Administrator.

Information was gathered from the following Counties:

Allegany County	-	Population 49,927
Broome County	-	Population 200,536
Chautauqua County	-	Population 139,750
Essex County	-	Population 38,851
Montgomery County	-	Population 49,708
Niagara County	-	Population 219,846
Oneida County	-	Population 235,469
Ontario County	-	Population 100,224
Otsego County	-	Population 61,676
Seneca County	-	Population 33,332
Ulster County	-	Population 177,749
Warren County	-	Population 63,303
Washington County	-	Population 61,042

Mr. Gutheil said many of these towns have a Personnel Committee. Some Counties have split it between two committees, where the Personnel Committee would do part and another committee would do another part.

Mr. Gutheil, Mr. Hargrave, and Mr. Thompson suggested the following charge for the Personnel Committee

1. Take responsibility for the Labor Management Safety Committee
2. Take responsibility for the Negotiating Committee and Collective Bargaining Agreements.
3. Shall consider and report upon all matters pertaining to all Department Heads, and County Administrator, excluding elected officials; including salaries, wages, performance, other employee benefits, and terms of conditions of employment.
4. Assume responsibilities of the Vacancy Review Committee.
5. Make recommendations to the Board of Supervisors regarding the creation of new positions, reclassifications and abolishment of positions.

A conference call was made to Mr. Peck, and he concurred with the committee recommendations.

**On a motion made by Mr. Thompson, seconded by Mr. Hargrave the meeting was adjourned.**

Respectfully submitted,  
Chris Sansom