

Personnel and Insurance Committee Minutes  
August 13, 2014 – 3:30 p.m.

Present: Chairman Daly; Supervisors Grattidge, Lawler, Lucia, Johnson, Wright, Jenkins, and Wood; Ryan Moore, Mgmt. Analyst; Marcy McNamara, Jack Kalinkewicz, Personnel; Diane Brown, Maplewood Manor; Oscar Schreiber, Public Defender; Press.

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

**On a motion made by Mr. Lucia, seconded by Mr. Grattidge the minutes of the August 6, 2014 meeting were approved unanimously.**

Ms. Daly said beds at Maplewood Manor are aggressively being filled with many applicants and some beds available. She said there has been an issue in keeping the facility staffed with the summer vacations and other obligations that people have. She said the Personnel Committee has reached out to the Maplewood Manor staff and CSEA who has come back with some very worthy programs.

Mr. Moore said if an employee does not use any sick time in a given month, for the full month period they will be paid the equivalent of a full day of work and if they are part time they will be paid for ½ days work. If they don't use any sick time from now until the date that Maplewood Manor is transitioned to a private operator, they will receive an additional \$200 to \$500 based on whether they are full or part time and how many hours the individual works in a month.

Mr. Moore said the referral bonus is for any additional employee that is not already employed at Maplewood Manor that is able to be recruited to work at Maplewood Manor, if a county employee, excluding managers and personnel department employees, makes that referral and it results in a successful hire and the person stays on at the facility, they will be eligible for \$50 if the person lasts for a month; and up to a cap of \$500 if the transition takes four months and the new employee lasts that long.

Mr. Lawler suggested amending the resolution to include elected officials to the list of individuals who would not be able to make a referral.

**A motion was made by Mr. Grattidge, seconded by Mr. Lucia to approve a Maplewood Manor Employee Retention and Recruitment Incentive as amended. Unanimous.**

**On a motion made by Mr. Lawler, seconded by Mr. Johnson the meeting moved to Executive Session for the purpose of Personnel. Unanimous.**

**On a motion made by Mr. Lucia, seconded by Mr. Johnson the meeting returned to open session.**

Ms. Daly said the committee discussed the recent resignation of the Conflict Defender and has moved to recommend the appointment of Diane Sirbolic Turo to replace the resigned Conflict Defender, effective August 29, 2014.

**A motion was made by Mr. Grattidge, seconded by Mr. Lucia to approve the appointment of Diane Sirbolic Turo as the Saratoga County Conflict Defender, effective August 29, 2014. Unanimous.**

**On a motion made by Mr. Johnson, seconded by Mr. Grattidge the meeting was adjourned unanimously.**

Respectfully submitted,  
Chris Sansom