

Human Resources & Insurance Committee Minutes
December 4, 2019 – 3:00 p.m.

Present: Chairman Tom Wood; Committee Members Alan Grattidge, Art Johnson, Dick Lucia, Bill Peck; Supervisors Phil Barrett, Tara Gaston, Ed Kinowski; Spencer Hellwig, County Administrator; Steve Dorsey, County Attorney; Marcy McNamara, Stephanie Monaco, Wendy Tennant, Human Resources; Tina Potter, Social Services.

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

On a motion made by Mr. Grattidge, seconded by Mr. Johnson, the minutes of the November 6, 2019 meeting were approved unanimously.

Mrs. McNamara distributed the monthly workers compensation report and gave a brief overview. There are currently 213 open cases of which 23 were for the month of November. 6 of the 23 were a result of the weather and ice. The budget is currently at 53% and it is anticipated that approximately \$2M will be returned for the reserve fund. 2 cases did not call the 1-800 number and Wendy will follow up with them.

A motion was made by Mr. Grattidge, seconded by Mr. Lucia, to amend the Attorney Compensation Schedule to provide for full-time Conflict Defenders and part-time Assistant District Attorneys. Unanimous.

Mr. Wood said that these positions were previously paid by contract. The salary for the Conflict Defender is the same as the regular Attorney line. The salary for the part time Assistant District Attorney's is half of the full time salary.

A motion was made by Mr. Johnson, seconded by Mr. Peck, to adopt the 2020 Saratoga County Compensation Schedule and providing for the abolition and creation of certain positions. Unanimous.

Mr. Wood said that earlier in the year a sub-committee was appointed to review the requests. The recommendations were approved by Law & Finance and as amendments to the tentative budget. The changes represent 19 different county departments and is unchanged from what was approved by Law & Finance.

A motion was made by Mr. Lucia, seconded by Mr. Grattidge, to set 2020 Salaries for Certain Temporary and Part-Time Employees to include an increase for a 2% COLA. Unanimous.

Mr. Wood said that this will be effective 1/1/2020 and pertains to a little over 80 employees.

A motion was made by Mr. Grattidge, seconded by Mr. Johnson, to set 2020 Salaries for Management and Confidential Employees to include an increase for a 2% COLA. Unanimous.

Mr. Wood said that this pertains to officials, officers and employees who are not members of bargaining units and do not require a local law for approval. There are 158 employees included in the list. Mr. Grattidge said that this is in line with the collective bargaining unit increase for the year.

A motion was made by Mr. Peck, seconded by Mr. Johnson, to introduce a local law to amend the 2020 County Compensation Schedule to provide a cost-of-living increase for certain County Officials, and setting a date for a public hearing thereon. Unanimous.

Mr. Wood said that the public hearing will be set for January 15, 2020 at 4:25pm. Employees include four elected officials; Coroner, Sheriff, County Clerk and Treasurer, and the following appointed officials; two Board of Elections Commissioners, Human Resources Director, Commissioner of Social Services and the Commissioner of Public Works. The 2% increase is subject to a permissive public referendum.

The vacancy review report was distributed and Mrs. McNamara gave an overview on the positions that are vacant at this time.

Employee Recognition

Mr. Wood said that District Attorney Karen Heggen submitted a list of employees from her office who have done superior work in a number of cases and situations they have been involved in. Gordon Eddy, Mary Northrup, Shawn Lescault, Michele Schettino and Alan Poremba. Additionally for in house Continuing Legal Education she recognized ADAs Victoria Ruglis, Adele Kurtz and Michele Schettino.

Mr. Wood said that Commissioner Tina Potter recently recognized two of her child welfare case workers Amy Hathaway and Holly McCloskey. On Saturday November 16th these two individuals volunteered to take a trip to Pennsylvania to meet with West Virginia CPS workers to pick up three Saratoga County children aged 7 years, 5 years and 11 months. Mrs. Potter said that it took almost the entire night for them to get back to Saratoga County.

Mr. Wood said that the HR & Insurance Committee annual report is being finalized and will be distributed to the entire Board shortly. Mr. Wood thanked the committee and county support staff for their hard work and commitment during the past year. Mr. Grattidge thanked Mr. Wood for his leadership on this committee throughout the year.

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

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board