

Human Resources & Insurance Committee Minutes
April 27, 2021 – 4:00 p.m.

Present: Chairman Darren O'Connor; Committee Members Joe Grasso, John Lant, Jon Schopf, Tom Richardson, Tom Wood; Supervisors Phil Barrett, Tara Gaston, Ed Kinowski, Bill Peck, Jean Raymond, Sandra Winney, Benny Zlotnick and Chairman of the Board Todd Kusnierz; Steve Bulger, Matt Rose, Audra Hedden, County Administrator; Michael Hartnett, County Attorney; Marcy McNamara, Adam Kinowski, Wendy Tennant, Human Resources; Rick Castle, Sheriff; Pamela Wright, Clerk of the Board; Andrew Jarosh, Treasurer; J. Wes Carr, Rebecca Robarge, Youth Bureau; Eileen Bennett, Information Technology; Scott Brackett, CSEA .

Chairman O'Connor called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Grasso, seconded by Mr. Wood, the minutes of the March 30, 2021 meeting were approved unanimously.

Ms. Tennant gave an overview of the workers compensation report. For the month of March 2021, there were 34 claims received, of which 11 were report only. Total paid out for the month is \$190K which is down \$300K from last month. Utilization rates was 31 calls and 3 no calls. All 3 no calls were legitimate.

Mr. Castle briefed the Committee on a resolution that will be moving through Public Safety Committee in May. The County is preparing to enter into an agreement with the Village of Corinth to reinstate additional law enforcement coverage specific to the Village. This will be a 3 year agreement. The contract will require an amendment of the Compensation Schedule to add an additional position. The contract will be effective June 1, and is 100% funded for salary and benefits, uniforms, equipment, and all the other ancillary expenses that go along with adding one position. There was no opposition from any committee member.

A motion was made by Mr. Schopf, seconded by Mr. Lant, to enter into Executive Session under Section 105 of the Public Officers Law, discussion regarding employment history of a particular person, or matters leading to the appointment of a particular person. Unanimous.

A motion was made by Mr. Lant, seconded by Mr. Schopf, to return to open session. Unanimous.

Mr. O'Connor reported that the following action took place in Executive Session: **A motion was made by Mr. Schopf, seconded by Mr. Lant, to follow the recommendation of the County Administrator to follow the procedure in Chapter 4 Section U. The motion passed 4/2.**

A motion was made by Mr. Richardson, seconded by Mr. Lant, to authorize an agreement with Cool Insurance for the County's Cyberware insurance. Unanimous.

Mr. Bulger said that the coverage will cost approximately \$45K for a \$1M policy. Mr. Rose said that this in 2020 the County's cost was \$20,089 and the total increase from last year is \$25,127. Mr. Bulger said that there were very few insurance companies willing to write the premium due the current market. Ms. Gaston asked if there were any recommendations or suggestions on actions that could reduce the premium and if so, it could be discussed at the Technology Committee. Ms. Gaston also asked if \$1M policy is enough. Mr. Bulger said that IT are doing all they can to mitigate the risk of ransomware and believes it is a good topic for the Technology Committee to discuss.

A motion was made by Mr. Wood, seconded by Mr. Richardson, to authorize a revision to the standard workday for certain elected County officials for retirement purposes. Unanimous.

Mrs. Wright said that there are currently three Supervisors under this item. One is new to the retirement system and two will be revising their work day.

A motion was made by Mr. Grasso, seconded by Mr. Lant, to authorize the abolishment of the part-time Account Clerk Typist under the County Treasurer be delayed to December 31st, 2021. Unanimous.

Mr. Hartnett said that the Tax Enforcement Office title was transferred from the County Attorney to the County Treasurer at the beginning of 2021. In anticipation of that, two new positions were created in the Treasurer's Department. The part time Account Clerk position is being held open as the new positions are being filled.

A motion was made by Mr. Lant, seconded by Mr. Schopf, to authorize the creation of one Director of Public Relations, Grade 15, under the County Administrator. Unanimous.

Mr. Bulger said that this will be an exempt position. The job description of the proposed position was distributed with the agenda. Funding for the position is included in this year's budget.

A motion was made by Mr. Lant, seconded by Mr. Schopf, to authorize a temporary monthly stipend of \$1,500/month for Rebecca Robarge, Youth Services Specialist, from June 2021 until December 2021. Unanimous.

Mr. Carr said that he is planning to retire in May. He has met with County Administrator and Human Resources regarding the future of the Youth Bureau. As of the end of 2021 the Youth Bureau will be dissolved. The traditional Youth Bureau mission, with Youth Development, Delinquency Prevention, the Runaway Homeless aspects would go to the Office of the Aging. Early Intervention and Preschool Special Ed. going to Public Health.

Upon Mr. Carr's retirement, Ms. Robarge will take over running the Department through the end of the year. Ms. Gaston asked if the stipend is an appropriate amount for the additional duties. Mr. Carr said that it has been discussed with Ms. Robarge. He will remain as STOP DWI Coordinator

and will volunteer to help with the annual budget and other items. The particular responsibilities that Ms. Robarge will be assuming will not technically rise to a full management Director. Mr. Grasso questioned what the process is for the abolishment of the Department and if it would be a topic for discussion at Government Review and Efficiency committee. Ms. Gaston said that both Public Health and Office for the Aging are Departments under the Health & Human Services committee and discussions have already begun. Ms. Gaston believes that the structural changes will take place through Government Review Committee, and all Department heads involved in the proposed transition are comfortable with the plan moving forward. Mr. Bulger said that it was decided the cleanest process was to handle this through the annual budget process.

A motion was made by Mr. Richardson, seconded by Mr. Wood, to authorize a contract extension with Goldberg Segalla. Unanimous.

Mr. O'Connor said that this is an extension of the current retainer for Goldberg Segalla. He said that the contract is going out to bid and this is an extension of the contract to cover that period.

Mr. O'Connor said that the vacancy review report was distributed with the agenda.

On a motion made by Mr. Lant, seconded by Mr. Schopf, the meeting was adjourned unanimously.

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board