

Human Resources & Insurance Committee Minutes  
February 8, 2023 – 3:00 p.m.

Present: Chairman Kevin Tollisen; Committee Members C. Eric Butler, Joe Grasso, John Lant, Jean Raymond, Sandra Winney.

Absent: Bill Peck

Supervisor Mark Hammond; Steve Bulger, Ridge Harris, Audra Hedden, Stephanie Hodgson, Christine Rush, County Administrator; Michelle Granger, County Attorney; Scot Chamberlain, Katie Bottger, Wendy Tennant, Human Resources; Dan Kuhles, Public Health; Michael Zurlo, Rick Castle, Sheriff; Donna Miter, CSEA. Benjamin Glover, Intern, City of Saratoga Springs.

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

**On a motion made by Mr. Grasso, seconded by Mr. Butler, the minutes of the December 8, 2022 meeting were approved unanimously.**

Chairman Tollisen announced the appointment of Mr. Winney as Committee Vice Chair.

Mr. Chamberlain gave a brief overview of the Workers Compensation Report that was distributed with the agenda. Ms. Tennant reported that she expects a downward trend in 2023.

**A motion was made by Mr. Grasso, seconded by Mr. Butler, to authorize a renewal agreement with Saratoga Hospital, Inc., Corporate Health Services for the provision of physical examinations and laboratory testing services. Unanimous.**

The contract amount will not exceed \$30,000 and will run through the end of 2023.

**A motion was made by Mrs. Winney, seconded by Mrs. Raymond, to authorize a renewal agreement with Bishop House Consulting, Inc. Unanimous.**

The contract amount is \$26,650 and will run through the end of 2023

Mr. Chamberlain gave a brief overview on the Department head training program provided through Bishop House Consulting. Discussion ensued.

Sheriff Zurlo reported on two items already approved at the Public Safety Committee.

- a. Saratoga Springs School District School Resource Officer Agreement – 2<sup>nd</sup> School Resource Officer being added effective 2/1/2023.
- b. Town of Ballston Specialized Police Services – Reducing the contract for services to one Deputy effective 2/1/2023.

**A motion was made by Mr. Lant, seconded by Mrs. Raymond, to 2023 Compensation Schedule to reclassify positions under the Department of Health, and amending the 2023 county budget in relation thereto. Unanimous.**

Dr. Kuhles requested the reclassification of the Early Intervention Program Manager to a Supervising Public Health Nurse, and a Senior Health Educator to a Public Health Representative resulting in a cost savings of approximately \$8,200. Dr. Kuhles gave a brief overview of the requested changes.

#### Other Business

Mr. Chamberlain highlighted some of the recruitment efforts currently under way for new employees. HR has been working with Administrators office on an RFP process for an outside firm to help with branding, creating recruitment videos, working to develop a better outreach strategy for recruiting purposes. Mr. Chamberlain reported on recent and upcoming pilot programs with NYS Civil Service pilot programs to try to make the process simpler and reach more candidates.

**On a motion made by Mr. Grasso, seconded by Mrs. Raymond, the meeting was adjourned unanimously.**

Respectfully submitted,  
Therese Connolly  
Clerk of the Board