

Human Resources & Insurance Committee Minutes  
April 5, 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, Stephanie Hodgson, Matt Rose, Christine Rush, County Administrator; Michelle Granger, County Attorney; Scot Chamberlain, Katie Bottger, Wendy Tennant, Human Resources; George Conway, Conflict Defender; Andrew Blumenberg, Public Defender; Michael Zurlo, Sheriff; Dominic Gallo, Jane Sexton, Cool Insuring; Ken Gray, Marshall Sterling; Donna Miter, CSEA.

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 March 8, 2023 meeting were approved unanimously.**

Mr. Chamberlain gave a brief overview of the Workers Compensation Report which was distributed with the agenda.

**A motion was made by Mr. Grasso, seconded by Mrs. Raymond, to authorize the renewal of various insurance policies with various insurance providers for May 8, 2023 to May 8, 2024. Unanimous.**

Mr. Gallo provided an overview of the insurance policies.

**A motion was made by Mr. Grasso, seconded by Mr. Butler, to amend the Policies and Procedures Manual to revise the Administrative Benefits policy and process. Unanimous.**

This resolution will authorize the Human Resources committee chair and the Director of Human Resources to increase accruals for outside job candidates in hard to fill positions. The committee will be informed when such an increase is made. Discussion ensued.

**A motion was made by Mr. Lant, seconded by Mrs. Winney, to amend the 2023 Compensation Schedule to add one Assistant Public Defender and one Assistant Conflict Defender for Family Court. Unanimous.**

These positions will be funded by a caseload reduction grant in the amount of \$750,000 over three years.

**A motion was made by Mr. Lant, seconded by Mrs. Raymond, to amend the 2023 Compensation Schedule to add three Deputy Sheriff-Patrol positions. Unanimous.**

These positions will be funded through a contract with the Town of Malta.

Discussion took place regarding the tracking of grants and positions funded by grants.

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

Respectfully submitted,  
Bridget Rider  
Deputy Clerk of the Board