

**PERSONNEL COMMITTEE MEETING
40 Gleneida Avenue Room #318
Carmel, NY 10512**

Committee Members: Chairman Jonke, Legislators Castellano & Nacerino

Tuesday **6:00p.m.** **August 8, 2023**
(Health Meeting Immediately Followed)

The meeting was called to order at 6:00PM by Chairman Jonke who requested Legislator Castellano lead in the Pledge of Allegiance. Upon roll call Legislators Castellano, Nacerino and Chairman Jonke were present.

Item #3 - Acceptance/Personnel Committee Meeting Minutes July 11, 2023

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 - Approval/ Budgetary Transfer 23T211/ Reclass from Account Clerk To Senior Account Clerk – Purchasing Department/ Director of Purchasing John Tully

Chairman Jonke stated Director of Purchasing John Tully is present to speak to this reclassification item in the Purchasing Department.

Director of Purchasing John Tully stated the Personnel Department did a desk audit in his department. He stated it was determined the employee had been working out of title. He stated the reclassification was recommended. He stated the Budgetary Transfer is to cover the pro-rated amount to the end of 2023 and then the position will be budgeted according to the guidelines of the Personnel Department for 2024 budget.

Legislator Castellano questioned if this is a tested position.

Director of Purchasing John Tully stated it is. He explained there is a NCP, a non competitive position, that can be done, which he agreed to. He stated the employee is entitled to a one-time promotion without having to take the test. He stated if the employee wanted to move into another position, a test would be required. He stated this is a very good employee. He explained that this individual has stepped up many different times and taken on the workload of positions, when backup was needed in the Highway Department seamlessly. He concluded by stating this individual is a tremendous asset to the Purchasing Department.

Chairman Jonke made a motion to Approval/ Budgetary Transfer 23T211/ Reclass from Account Clerk To Senior Account Clerk; Seconded by Legislator Nacerino. All in favor.

Item #5- Approval/ Budgetary Transfer 23T228/ Funding for Additional Fiscal Manager from 11/06/2023 to 12/31/2023/ Commissioner of Mental Health, Social Services, and Youth Bureau Mike Piazza

Chairman Jonke stated Commissioner of Mental Health, Social Services, and Youth Bureau Mike Piazza is present to speak to this request.

Commissioner of Mental Health, Social Services, and Youth Bureau Mike Piazza stated this request is part of the transition plan regarding the Fiscal Manager of the Department. He stated for the past couple of years a Consultant position has been in the department's budget, in anticipation of the retirement of the Fiscal Manager. He stated the employee in the Fiscal Manager position has given a retirement date of December 31, 2023. He stated the hope is to hire a replacement Fiscal Manager in November of 2023. He stated the request would allow the current Fiscal Manager and the newly hired Fiscal Manager to both work full-time, November 6th to December 31, 2023. He explained then the Consultant position will remain in the budget, and the 2024 budget will remain the same as it is this year. He stated the Putnam County Fiscal Manager position in his department does work no other Fiscal Manager in New York State does. The said position is the Fiscal Manager for the Mental Health, Social Services, claiming, etc. He explained this proposed plan would provide an opportunity for the new hire to be trained and be successful.

Chairman Jonke stated there will be an overlap of the position of Fiscal Manager for two (2) months.

Legislator Nacerino questioned if the Consultant line will be kept in for all of 2024.

Commissioner of Mental Health, Social Services, and Youth Bureau Mike Piazza stated yes. He stated there will be discussions with the County Executive regarding whether the Consultant position will remain for 2025.

Legislator Nacerino stated she understands the necessity to have the training period and supports this proposal. She stated the current Fiscal Manager is a seasoned employee and has been here for many years and has been faced with just about every possible scenario there is. She stated again, she is in support of this request.

Commissioner of Mental Health, Social Services, and Youth Bureau Mike Piazza stated that is so true.

Legislator Nacerino stated this is similar as to what the County has done with the Commissioner of Finance position. She stated Bill Carlin who officially retired is still available to the County on a consultant basis.

Chairman Jonke stated he agrees this is a good plan and commends Commissioner of Mental Health, Social Services, and Youth Bureau Mike Piazza for thinking ahead and putting a plan in place for a seamless transition of a critical position.

Chairman Jonke made a motion to approve Budgetary Transfer 23T228/ Funding for Additional Fiscal Manager from 11/06/2023 to 12/31/2023; Seconded by Legislator Castellano. All in favor.

Item #6 – FYI/ Accident Report – Duly Noted

Item #7 - FYI/ Incident Report – Duly Noted

Item #8 - Other Business- None

Item #9 - Adjournment

There being no further business at 6:09PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Castellano. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.