

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

Committee Members: Chairman Jonke, Legislators Castellano & Nacerino

Tuesday

May 9, 2023

(Immediately Following the Health Meeting @ 6:30p.m.)

The meeting was called to order at 7:30PM 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 – March 27th & April 13, 2023

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 - Approval/ Fund Transfer 23T113/ Reclassification – Health Department/ Personnel Officer Paul Eldridge

Chairman Jonke invited Senior Fiscal Manager of the Health Department Bill Orr to speak to this request.

Senior Fiscal Manager of the Health Department Bill Orr stated a position that was vacant since June 2022, Grade 7 Office Assistant II Spanish Speaking (SS) was changed in the 2023 budget to a Public Health Programs Assistant Trainee Grade 9. He explained since that time the Personnel Department continued to gather data related to this position. He stated based on the data and the CSEA Contract the correct Grade is 12. He stated a Putnam County Health Education employee applied for the Public Health Programs Assistant Trainee Grade 12 position and was deemed qualified by the Personnel Department and was offered the job. He stated that will leave a vacancy in the Health Education Department. He stated said position is a Grade 7 Office Assistant (SS). He stated they are requesting that the Grade 7 Office Assistant (SS) position be reclassified to a Public Health Programs Assistant Trainee, at a salary of \$50,010.

Chairman Jonke questioned when will the positions be filled.

Senior Fiscal Manager of the Health Department Bill Orr stated as soon as possible.

Chairman Jonke questioned the salary difference between a Grade 7 and Grade 12.

Senior Fiscal Manager of the Health Department Bill Orr stated approximately \$6,000-\$7,000. He explained they are making moves within the department so there will be a zero fiscal impact for 2023.

He stated there has been savings in the Health Department as a result of the vacant position since June 2022 in the amount of approximately \$25,000- \$35,000.

Legislator Nacerino stated for clarification this position was budgeted for in the 2023 budget and this request is to address a differential that is being adjusted.

Chairman Jonke stated that is correct and the differential is being covered, this year, by unspent funds.

Chairman Jonke made a motion to Approve/ Fund Transfer 23T113/ Reclassification – Health Department; Seconded by Legislator Nacerino. All in favor.

Item #5 - Approval/ New Policy – Nursing Mothers/ Personnel Officer Paul Eldridge & Senior Personnel Specialist Patricia Rau

Chairman Jonke stated Personnel Officer Paul Eldridge contacted him and explained he had a conflict on his schedule with this meeting. He stated Personnel Officer Paul Eldridge is a guest speaker at a conference. He stated Personnel Officer Paul Eldridge did give him an overview of this policy. He stated that employers must provide reasonable breaktime and have space(s) available for Nursing Mothers. He stated he would like to have a discussion, move it forward, and if there are any unanswered questions, he will request Personnel Officer Eldridge address them before consideration of this item at the June Full Meeting.

Legislator Nacerino stated she is in full support of this and spoke to her support of this proposal.

Legislator Sayegh stated she too is in full support of this. She spoke to her own personal awareness of the lack of having such a policy in the workplace, back in the 1990s.

Chairman Jonke made a motion to Approve/ New Policy – Nursing Mothers; Seconded by Legislator Nacerino. 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 7:39 PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.