

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA

**PERSONNEL COMMITTEE MEETING
TO BE HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Jonke Legislators Castellano & Nacerino

Tuesday

November 12, 2024

(Immediately Following the 6:00p.m. Special Full Meeting)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Acceptance/Personnel Committee Meeting Minutes – September 5, 2024**
- 4. Approval/ Ratification of Putnam County Sheriff and the Putnam County Sheriff's Employees Association, Inc. (PCSEA) Collective Bargaining Agreement/ First Deputy County Attorney John Cherico**
- 5. Approval/ Budgetary Transfer 24T404/ Funding for the 2024 and 2025 Salary and Benefit Costs Pursuant to the Ratified Contract Settlement Between Putnam County and the Putnam County Sheriff's Employees Association, Inc. (PCSEA)**
- 6. Approval/ Budgetary Transfer 24T400/ Dept. of Mental Health & Social Services/ Reappropriate funds to Hire Employee in a Temporary Line to be Trained/ Commissioner of DSS, Mental Health & Youth Bureau Sara Servadio**
- 7. Approval/Financial Disclosure List for the Year 2025 Filing Recommended by the Putnam County Personnel Officer Pursuant to Code Section 55-7/ Personnel Officer Paul Eldridge**
- 8. Update/ Personnel Officer Eldridge on Outstanding Personnel Matters/ Legislator Nacerino**

9. FYI/ Accident Report

10. FYI/ Incident Report

11. Other Business

12. Adjournment

PERS NOV #3

**PERSONNEL COMMITTEE MEETING
HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Jonke, Legislators Castellano & Nacerino

Thursday

September 5, 2024

(Health Meeting Immediately Followed)

The meeting was called to order at 6:01PM by Chairman Jonke who requested Legislative Counsel Firriolo lead in the Pledge of Allegiance. Upon roll call Legislators Castellano (arrived 6:05p.m.), Nacerino and Chairman Jonke were present.

Item #3 - Approval/Personnel Committee Meeting Minutes/ August 13, 2024

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 - Approval/ Budgetary Amendment 24T259/ Request for an Upgrade of current Forensic Interviewer /Outreach Worker To a Coordinator of The Child Advocacy Center/ Commissioner Department of Mental Health, Social Services and Youth Bureau Sara Servadio

Chairman Jonke welcomed Deputy Commissioner of Mental Health, Social Services and Youth Bureau Nicolle McGuire to speak to this matter.

Deputy Commissioner of Mental Health, Social Services and Youth Bureau Nicolle McGuire stated a Forensic Interviewer is responsible for coordinating forensic interviews of children with the Child Advocacy Center. She stated the employee in the Forensic Interviewer position had coordinated all of the interviews with the Multidisciplinary Team (MDT) and had taken on a lot of additional responsibilities. She stated the Forensic Interviewer position is vacant, and they are requesting to upgrade the Forensic Interviewer /Outreach Worker position to a Coordinator of the Child Advocacy Center. She spoke to the responsibilities of the upgraded position. She stated this position is 100% funded from two (2) grants, OCFS (Office of Children and Family Services) and OVS (Office of Victim Services).

Chairman Jonke questioned how it is measured that the caseloads are increasing and is there a reason for the increase.

Deputy Commissioner of Mental Health, Social Services and Youth Bureau Nicolle McGuire stated for 2024 to date, there have been over 500 CPS (Child Protective Services) Reports. She stated it is her opinion that there is more awareness, more outreach, and more reporting, resulting in more cases and is why they are requesting this upgrade.

Legislator Nacerino stated that she believes this is very important to do. She stated there are a lot of moving parts and players involved in the success of all of the work that is done in this in this department.

Deputy Commissioner of Mental Health, Social Services and Youth Bureau Nicolle McGuire stated part of the program is the “Handle With Care”. She explained it is a program that provides notification to the School Officials if there is an incident that occurs at a student’s residence involving EMS and/or Law Enforcement.

Chairman Jonke made a motion to Approve Budgetary Amendment 24T259/ Request for an Upgrade of current Forensic Interviewer /Outreach Worker To a Coordinator of The Child Advocacy Center; Seconded by Legislator Nacerino. All in favor.

Item #5 - Approval/ Budgetary Amendment 24T262/ Increase of Temporary Budget Line/ Youth Bureau Director Janeen Cunningham

Chairman Jonke introduced Youth Bureau Director Cunningham to speak to this item.

Youth Bureau Director Cunningham stated a Youth Bureau staff member will be out on Maternity Leave come November 2024. She stated the members of the Youth Bureau Department are very excited for her. She stated this request is to transfer money from this individual’s salary to a Temporary Budget Line so they can keep the programs running. She stated there would be no fiscal impact to the County’s budget.

Chairman Jonke made a motion to Approve Budgetary Amendment 24T262/ Increase of Temporary Budget Line; Seconded by Legislator Nacerino. All in favor.

Item #6 - Approval / Fund Transfer 24T264/ Reclassification Request of Lieutenant’s Position To Deputy Sheriff First Sergeant Position / Sheriff Kevin McConville

Chairman Jonke introduced Sheriff McConville to speak to this item.

Sheriff McConville stated at present as the Lieutenant position is constituted it is extremely unattractive to any member of the Sheriff’s Office. He stated it is a managerial position, the rate of pay is such that a Sergeant or First Sergeant could potentially make more by working overtime. He stated there is no compensatory time attached to the position, and there is no Union representation. He stated traditionally in Law Enforcement, Lieutenant positions have been Union oriented and then the next promotion, which would be Captain, would put the individual into a management position. He stated they have an expired list with three (3) names on it. He stated they approached those individuals and asked if another exam were given would they be interested. He stated they also queried other Sergeants that would be potentially eligible to take the Civil Service Exam, in short, the answer was no, the position is unattractive as it is presently designed. He stated they have met with members of the Personnel Department and Finance Department and that is why they are making this request to reclassify the position to

First Sergeant. He explained that it is a much more viable position. He stated there are Union benefits associated to a First Sergeant position. He stated there are approximately six (6) candidates who are available to be interviewed for a First Sergeant position. He stated this will allow them time to address the challenges of the Lieutenant position and address it in the 2025 Budget process.

Chairman Jonke questioned if the Sheriff's Department has time to get this matter to the Administration in time for the Tentative 2025 Budget.

Sheriff McConville stated no. He stated that is why he discussed this with members of Finance and Personnel, and that is why they are requesting this reclassification.

Chairman Jonke questioned what some of the recommendations would be to make the Lieutenant's position more attractive.

Sheriff McConville stated one of the big concerns is health benefits. He stated Health Insurance is a huge matter in the contractual conversations with both Corrections and the PBA. He stated salary is a factor, as it relates to the ability to make some overtime. He continued to speak to the matters.

Legislator Nacerino stated that she hopes this challenge can be addressed. She stated the discussions have been going on since she first became a Legislator. She stated when you have a staff who are looking for a line of succession, but it is not economically advantageous for them to move into this upper management/classes, because they lose the Union benefits, the overtime and the comp time that needs to be reviewed. She stated she hopes this can be resolved and the fine employees of the Sheriff's Department can be retained and not lose them to other agencies.

Sheriff McConville stated it is a matter that requires a thorough review of the proper actions because of the different layers that are involved.

Legislator Castellano requested clarification that there is a Lieutenant who has taken a demotion, and then rather than leave the Lieutenant position vacant the request is to switch it to a First Sergeant Position.

Sheriff McConville stated that is correct. He stated they are requesting approval to reclassify the Lieutenant position to a First Sergeant Position.

Legislator Ellner questioned, in addition to the issue with the salary, is the Lieutenant position medical contribution higher than that of the Deputies.

Sheriff McConville confirmed that is correct.

Legislator Montgomery requested clarification that the First Sergeant Position is eligible for overtime.

Sheriff McConville stated that is correct.

Legislator Montgomery stated that there will be additional costs with a First Sergeant Position due to the fact that the position is eligible for overtime, education etc.

Sheriff McConville stated those are minimal expenses that have been weighed against the fact that no one is willing to take the Lieutenant position.

Chairman Jonke stated Sheriff McConville has identified an issue that needs to be resolved.

Legislator Nacerino stated this issue is not unique to the Sheriff's Department. She stated there are CSEA employees who are making higher salaries than Managers, and in some cases are up for a Managerial position, but have declined because it is not advantageous for them for the same exact reasons discussed this evening, loss of overtime, loss of longevity, etc.

Chairman Jonke made a motion to Approve/ Fund Transfer 24T264/ Reclassification Request of Lieutenant's Position to Deputy Sheriff First Sergeant Position; Seconded by Legislator Nacerino. All in favor.

Item # 7 - Approval/ Fund Transfer 24T265/ Fill Position for Receptionist at Putnam Valley Friendship Center, Equivalent to Positions Existing at 3 other Office for Senior Resource's Sites/ Director of OSR Michael Cunningham

Chairman Jonke stated OSR Director Michael Cunningham was not present. He stated he will be making a motion to approve and move this to the Audit & Administration Committee Meeting. He stated if there are any questions regarding this request, we can get them answered before the Audit & Administration Meeting.

Chairman Jonke made a motion to Approve/ Fund Transfer 24T265/ Fill Position for Receptionist at Putnam Valley Friendship Center, Equivalent to Positions Existing at 3 other Office for Senior Resource's Sites; Seconded by Legislator Castellano. All in favor.

Item #8 – FYI/ Accident Report – Duly Noted

Item #9 – FYI/ Incident Report – Duly Noted

Item #10 – Other Business – None

Item #9 – Adjournment

There being no further business at 6:23PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Deputy Clerk Diane Trubulsy.

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7. Approval/ Fund Transfer 24T265/ Fill Position for Receptionist at Putnam Valley Friendship Center, Equivalent to Positions Existing at 3 other Office for Senior Resource's Sites/ Director of OSR Michael Cunningham
8. FYI/ Accident Report
9. FYI/ Incident Report
10. Other Business
11. Adjournment

Personnel Committee Mtg.
November 12, 2024
#4

**Approval/ Ratification of PCSEA Collective
Bargaining Agreement**

(Department of Law Cover Memo Only is Confidential)

Recd
11/26/24

Approval

#4

RATIFICATION OF PCSEA COLLECTIVE BARGAINING AGREEMENT

WHEREAS, the negotiating teams for the Putnam County Sheriff's Employment Association, Inc. ("the PCSEA") and the County of Putnam, Putnam County Sheriff ("the County") met on May 10, 2024, May 20, 2024, June 6, 2024, June 17, 2024, August 26, 2024 and September 16, 2024 to discuss amended contract language and terms and conditions of employment; and

WHEREAS, the PCSEA and the County have come to an Agreement concerning the terms and conditions of the employment of its members for the years January 1, 2024 through December 31, 2028; and

WHEREAS, a Memorandum of Agreement ("MOA", see attached as Schedule "A") was executed by Putnam County Executive Kevin M. Byrne, Putnam County Sheriff Kevin McConville and representatives of the PCSEA in which all of the terms and conditions of employment of its members were outlined; and

WHEREAS, the membership of the PCSEA met on October 10, 2024 to vote to ratify the MOA; and

WHEREAS, the Personnel Committee also met and discussed the terms of the MOA on November ____, 2024; and

WHEREAS, the Legislature is in agreement with the Administration and the negotiating teams that the MOA is in the best interests of both the County and the membership of the PCSEA; now therefore be it

RESOLVED, the Putnam County Legislature hereby approves and ratifies the Memorandum of Agreement, dated October 3, 2024 which was entered into with the PCSEA for the period of January 1, 2024 through and including December 31, 2028.

SCHEDULE "A"

10/02/24

MEMORANDUM OF AGREEMENT

By and Between the

***County of Putnam, Putnam County Sheriff
("County")***

and the

***Putnam County Sheriff's
Employees Association, Inc.
("PCSEA")***

The January 1, 2017 through December 31, 2023 Collective Bargaining Agreement by and between the parties is hereby modified as follows. All other provisions of the Agreement shall remain unchanged except the modification of dates and other housekeeping modifications where applicable. This Memorandum of Agreement shall be subject to approval/ratification by the Putnam County Legislature and the membership of the PCSEA. Members of the respective negotiating teams affirm that they shall support the approval/ratification of this Memorandum of Agreement by their respective bodies.

1. **Term of Agreement.** January 1, 2024 – December 31, 2028.
2. **Article 9, Wage Scale and Longevity.**

Effective January 1, 2024, a 2.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2023, with retroactive payments made to those employees on the payroll as of ratification of this agreement by the Putnam County Legislature.

Effective January 1, 2025, a 2.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2024.

Effective January 1, 2026, a 3.00% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2025.

10/02/24

Effective January 1, 2027, a 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2026.

Effective July 1, 2027, 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on June 30, 2027.

Effective January 1, 2028, 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2027.

Effective July 1, 2028, 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on June 30, 2028.

Effective January 1, 2024, the wage for Correction Sergeant shall be increased by \$2,500 prior to the application of the applicable wage increase of 2.75%.

3. **Article 9, Wage Scale and Longevity, Section F.**

Modify to provide that employees shall receive their W-2 and 1095-c forms electronically.

4. **Article 14, Grievance Procedure, Step 4.**

Replace American Arbitration Association with agreed upon rotating arbitrator panel.

5. **Appendix G, Staffing and Attendance Policy, Section Q, Excessive Absence.**

Paragraph 2.c.

Modify to read as follows:

- 2.c. Any day on which an employee is relieved from duty before the end of his or her assigned shift due to illness or injury and fails to provide proper medical documentation. Proper medical documentation must provide the reason for the medical visit, illness or reason for medically using sick leave.

Paragraph 2.e.

Modify to read as follows:

- 2.e. Any day or grouping of days on which an employee is absent due to illness or injury and fails to provide proper medical documentation. Proper medical documentation must provide the reason for the medical visit, illness or reason for medically using sick leave.

Paragraph 2.f.

Modify to read as follows:

- 2.f. Three or more consecutive days of absence shall be counted as one "occasion" if proper medical documentation is not provided. Absence of three (3) or more consecutive days requires proper medical documentation upon return of duty. Proper medical documentation must provide the reason for the medical visit, illness or reason for medically using sick leave.

ADD section to provide that members must provide proper medical documentation within five (5) business days of returning to duty, unless emergency circumstances require that the member be out on medical leave again within that timeframe.

6. **Appendix G, Staffing and Attendance Policy, Section R, Excessive Lateness.**

- 1. Reporting late for duty for ~~eight~~ five (8~~5~~) occasions within a three month period shall be considered as excessive for the safe and secure operations of the Department. An occasion of lateness will be defined as anytime an employee fails to report for duty in a timely manner for an assigned tour of duty, overtime shift (mandatory or voluntary) or a training day.

A member shall be deemed late if arriving after the scheduled commencement of briefing. Civilians are deemed late if arriving after commencement of their scheduled shift.

7. **Time and Attendance Policy.**

Modify Time and Attendance Policy to provide that any uniformed member working the A, B, C or G Lines and any civilian staff must provide two (2) hours notice when calling in sick and any uniformed member working the modified B Line (E, D, F, and H) must provide three (3) hours notice when calling in sick.

Modify Section P to provide that an employee shall be required to provide every thirty (30) days an updated PCSO fit for duty form.

8. **Article 10, Holidays.**

- A. ADD Juneteenth as a holiday effective January 1, 2025.

- B. Members assigned as Correction Officer or Correction Officer Sergeant shall have ten (10) days ~~(eleven (11) days effective January 1, 2025)~~ treated as holidays which shall be from the list set forth in A above.

- D. Effective January 1, 2020, personnel who rotate shifts and/or are regularly scheduled to work on Holidays, shall be entitled to ten (10) ~~(eleven (11) days effective January 1, 2025)~~ paid Holidays which may be other than those enumerated above as designated by Departmental scheduling and shall be entitled to a lump sum payment in the first (1st) pay period of December of each year of \$1,000.00 ~~(\$3,500.00 effective January 1, 2025)~~.

Employees who are hired or separate from service between January 1st and December 31st shall be entitled to one-twelfth (1/12) of the lump sum payment for each full calendar month of service during that year.

~~Effective January 1, 2020, employees who are scheduled to work on New Year's Day, Memorial Day, Independence Day, Thanksgiving or Christmas Day shall receive time and one-half for hours worked. If forced to work on one of such holidays, the employee shall receive double time for hours worked. (Deleted effective January 1, 2025)~~

9. **Article 11, Bereavement Leave.**

- A. In the event of death in the employee's immediate family, he/she shall suffer no loss of regular straight time pay for leave up to a maximum of ~~threefour (34)~~ consecutive days including the day of funeral.

10. **Article 8, Hours of Work, Overtime and Recall, paragraph C.3.**

Modify to provide as follows:

- 3. The present work schedule provides for four (4) days on and two (2) days off with up to a maximum of seven (7) ~~(six (6) effective January 1, 2025)~~ option days which may be utilized by the Sheriff at his discretion for any purpose other than staffing for recognized holidays. The County reserves the right upon prior notice to the Association to revert back to the preceding schedule (5-2, 5-2, 5-2, 5-3) without any additional pay or costs whatsoever.

11. **Article 8, Loss of Swap and Overtime Privileges.**

A member who is absent from any part of a requested shift or modifies the hours of a requested shift shall be subject to the sanctions and loss of privileges contained herein. The department shall maintain two separate lists, one for voluntary

overtime and one for mutual shift swaps (switches). The schedule for the loss of privileges is set forth below.

An occasion within the meaning of this provision shall be defined as anytime a member is absent from any part of a requested shift (overtime or switch) or modification of a requested shift (overtime or switch) after that shift assignment has been posted to the schedule. Once the requested shift is scheduled, the employee is responsible for the shift.

Each list shall be logged by the Shift Sergeant. At the time of entry, the Sergeant will review the members' occasions that fall within the 12-month period from the date of the entered occasion and notify Corrections administration, which shall take the following action based upon the number of occasions.

<u>Mutual Shift Swaps</u>	<u>Overtime</u>
Occasion (1) Written warning	Occasion (1) Written warning
Occasion (2) 45 days loss of switch privileges	Occasion (2) 30 days loss of voluntary overtime
Occasion (3) 60 days loss of switch privileges	Occasion (3) 45 days loss of voluntary overtime
Occasion (4) 75 days loss of switch privileges	Occasion (4) 60 days loss of voluntary overtime
Occasion (5) 90 days loss of switch privileges	Occasion (5) 75 days loss of voluntary overtime

Once a loss of privilege is in effect, it shall remain in effect regardless of violations expiring due to being beyond the twelve (12) month timeframe during the revocation.

Existing overtime and switches previously scheduled that fall within the revocation period will be canceled.

Exceptions to the loss of privileges:

Members serving an overtime revocation may be contacted for voluntary overtime based on the needs of the facility with administration approval.

When a member is not able to work their voluntary overtime shift and contacts the shift Sergeant but another member has agreed to cover that shift on voluntary overtime no occurrence will be logged.

Nothing contained herein prevents the administration from taking disciplinary action when deemed appropriate.

12. Article 15, Sick Leave, paragraph H.

H. The Sheriff may require a physician's certification for any absence of more than three (3) days. Where the illness or disability is of long duration, a physician's certificate will be required for each thirty (30) days of continuous absence. In any case, the department head may require an examination by a physician or other

10/02/24

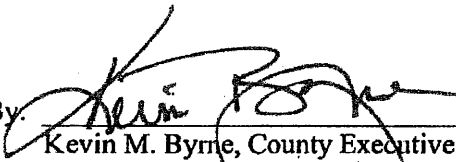
acceptable evidence that the illness is bona fide. A physician's certificate must provide the reason for the medical visit, illness or reason for medically using sick leave.

13. **Article 18, Miscellaneous, paragraph C, Firearms Training.**

C. It is agreed upon by the parties that firearms training will be included in the seven (7) (six (6) effective January 1, 2025) option days described in Article 8 (C) (3) above at no additional compensation to the employee.

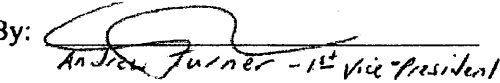
COUNTY OF PUTNAM

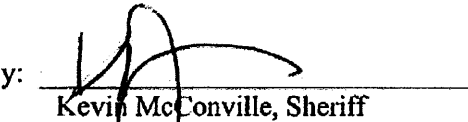
PUTNAM COUNTY SHERIFF'S EMPLOYEES
ASSOCIATION, INC.

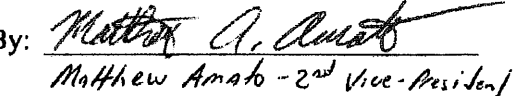
By: 
Kevin M. Byrne, County Executive

By: 
Ismael Matias - President

PUTNAM COUNTY SHERIFF

By: 
Andrew Turner - 1st Vice-President

By: 
Kevin McConville, Sheriff

By: 
Matthew Amato - 2nd Vice-President

Dated: October 3, 2024

Dated: October 3, 2024

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

cc: all
Pers
A+A
11/12/24

RESSO
#5

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Transfer – 24T404**
DATE: November 5, 2024

2024 NOV -5 AM 11:14
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary transfer is required.

Increase Appropriations:

10010000 51000	Personnel Services	6,162
10010000 58002	Social Security	471
10315000 51000	Personnel Services	133,615
10315000 58002	Social Security	10,222
15311000 51000	Personnel Services	3,388
15311000 58002	Social Security	259
17311000 51000	Personnel Services	1,804
17311000 58002	Social Security	138
32311000 51000	Personnel Services	5,388
32311000 58002	Social Security	412

\$ 161,859

Decrease Appropriations:

10199000 54980	Contingency	161,859
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Fiscal Impact - 2024 - \$161,859

Fiscal Impact - 2025 - \$166,311

This budgetary is required to provide for the funding for the 2024 and 2025 salary and benefit costs pursuant to the ratified contract settlement between Putnam County and the Putnam County Sheriff's Employees Association, Inc. (PCSEA).

Org	Position Number	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	51000	58002
15311000	311015108	PCSE	OFFICE ASSISTANT	58,870	60,489	1,619	124
15311000	311015109	PCSE	SR OFF ASST (SS)	64,334	66,103	1,769	135
17311000	311017121	PCSE	SR OFFICE ASST	65,610	67,414	1,804	138
32311000	311032105	PCSE	OFFICE ASSISTANT	67,584	69,443	1,859	142
32311000	311032107	PCSE	SR OFFICE ASST	68,009	69,879	1,870	143
32311000	311032116	PCSE	OFFICE ASSISTANT	60,321	61,980	1,659	127
10010000	315013101	PCSE	COOK (JAIL)	74,812	76,869	2,057	157
10010000	315013102	PCSE	COOK (JAIL)	74,344	76,388	2,044	156
10010000	315013103	PCSE	COOK (JAIL)	74,919	76,979	2,060	158
10315000	315010102	PCSE	SR OFFICE ASST	66,334	68,158	1,824	140
10315000	315010103	PCSE	CORRECTION OFFICER	64,756	66,537	1,781	136
10315000	315010104	PCSE	CORRECTION OFFICER	88,870	91,314	2,444	187
10315000	315010105	PCSE	CORRECTION OFFICER	89,430	91,889	2,459	188
10315000	315010107	PCSE	CORRECTION SERGEANT	108,958	111,954	2,996	229
10315000	315010108	PCSE	CORRECTION OFFICER	90,304	92,787	2,483	190
10315000	315010110	PCSE	CORRECTION OFFICER	91,155	93,662	2,507	192
10315000	315010111	PCSE	CORRECTION SERGEANT	107,784	110,748	2,964	227
10315000	315010112	PCSE	CORRECTION SERGEANT	109,584	112,598	3,014	231
10315000	315010113	PCSE	CORRECTION OFFICER	88,655	91,093	2,438	187
10315000	315010114	PCSE	CORRECTION OFFICER	90,805	93,302	2,497	191
10315000	315010115	PCSE	CORRECTION OFFICER	90,606	93,098	2,492	191
10315000	315010116	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010117	PCSE	CORRECTION OFFICER	60,591	62,257	1,666	127
10315000	315010118	PCSE	CORRECTION OFFICER	90,155	92,634	2,479	190
10315000	315010119	PCSE	CORRECTION OFFICER	110,859	113,908	3,049	233
10315000	315010120	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010121	PCSE	CORRECTION OFFICER	60,559	62,224	1,665	127
10315000	315010122	PCSE	CORRECTION OFFICER	91,051	93,555	2,504	192
10315000	315010123	PCSE	CORRECTION OFFICER	63,850	65,606	1,756	134
10315000	315010124	PCSE	CORRECTION OFFICER	61,366	63,054	1,688	129
10315000	315010125	PCSE	CORRECTION OFFICER	60,575	62,241	1,666	127
10315000	315010126	PCSE	CORRECTION OFFICER	61,799	63,498	1,699	130
10315000	315010127	PCSE	CORRECTION OFFICER	74,373	76,418	2,045	156

Org	Position Number	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	51000	58002
10315000	315010128	PCSE	CORRECTION OFFICER	69,461	71,371	1,910	146
10315000	315010129	PCSE	SR OFFICE ASST	67,334	69,186	1,852	142
10315000	315010130	PCSE	CORRECTION OFFICER	71,734	73,707	1,973	151
10315000	315010131	PCSE	CORRECTION OFFICER	91,445	93,960	2,515	192
10315000	315010132	PCSE	CORRECTION OFFICER	88,268	90,695	2,427	186
10315000	315010133	PCSE	CORRECTION SERGEANT	108,584	111,570	2,986	228
10315000	315010134	PCSE	CORRECTION OFFICER	62,594	64,315	1,721	132
10315000	315010135	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010136	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010137	PCSE	CORRECTION OFFICER	63,245	64,984	1,739	133
10315000	315010138	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010139	PCSE	CORRECTION OFFICER	88,655	91,093	2,438	187
10315000	315010140	PCSE	CORRECTION OFFICER	88,655	91,093	2,438	187
10315000	315010141	PCSE	CORRECTION OFFICER	68,015	69,885	1,870	143
10315000	315010142	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010143	PCSE	CORRECTION OFFICER	70,177	72,107	1,930	148
10315000	315010144	PCSE	CORRECTION OFFICER	69,843	71,764	1,921	147
10315000	315010145	PCSE	CORRECTION OFFICER	64,199	65,964	1,765	135
10315000	315010146	PCSE	CORRECTION OFFICER	90,355	92,840	2,485	190
10315000	315010147	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010149	PCSE	CORRECTION OFFICER	89,899	92,371	2,472	189
10315000	315010150	PCSE	CORRECTION OFFICER	71,305	73,266	1,961	150
10315000	315010151	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010152	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010153	PCSE	CORRECTION OFFICER	90,655	93,148	2,493	191
10315000	315010154	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010155	PCSE	CORRECTION OFFICER	90,655	93,148	2,493	191
10315000	315010156	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010157	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010158	PCSE	CORRECTION OFFICER	88,262	90,689	2,427	186
10315000	315010159	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010160	PCSE	CORRECTION OFFICER	64,740	66,520	1,780	136
10315000	315010161	PCSE	CORRECTION OFFICER	105,859	108,770	2,911	223

Org	Position Number	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	51000	58002
10315000	315010162	PCSE	CORRECTION SERGEANT	109,284	112,289	3,005	230
				\$ 5,467,535	\$ 5,617,892	\$ 150,357	\$ 11,502

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: all
11.17.24 Pers
A+A
Reso
#6*

2024

TO: Commissioner of Finance
FROM: Kristen Wunner
DEPT: Department of Mental Health & Social Services
DATE: October 31, 2024

I hereby request approval for the following transfer of funds:

<u>FROM</u> <u>ACCOUNT #/NAME</u>	<u>TO</u> <u>ACCOUNT #/NAME</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
10431000.51000 MH Personnel (0115)	10033000.51094 SPOA Temp Personnel	\$7,000.00	to reappropriate funds needed to hire employee in a temporary line
10431000.58002 MH Soc Sec (0115)	10033000.58002 SPOA Soc Sec	\$ 536.00	to be trained by Retiring Coord

5700 secretary

TOTAL: \$7,536.00

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2024 Fiscal Impact \$ 0
 2025 Fiscal Impact \$ 0

Kristen Wunner

 Department Head Signature/Designee 10/31/24
Date

2024 NOV - 6 PM 4:24
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

AUTHORIZATION:

- _____
Date Commissioner of Finance/Designee: Initiation and \$0-\$5,000.00
- _____
Date County Executive/Designee: \$5,000.01 - \$10,000.00
- _____
Date Chairperson Audit/Designee: \$0-\$10,000.00
- _____
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

247400

APPROVED
#17

**APPROVAL/ FINANCIAL DISCLOSURE LIST FOR THE YEAR 2025 FILING
RECOMMENDED BY THE PUTNAM COUNTY PERSONNEL OFFICER PURSUANT TO
CODE SECTION 55-7**

WHEREAS, Section 55-7 of the Code of Putnam County requires that the Legislature annually by resolution determine which officers and employees of Putnam County are required to comply with the disclosure requirements of Chapter 55 of the County's Code; and

WHEREAS, pursuant to Section 55-7 of the Putnam County Code, the County Personnel Officer has submitted his recommendations for officers and employees subject to the County's Financial Disclosure Reporting requirements indicating which officers and employees must file the Policy Form and which officers and employees must file the Advisory Form; and

WHEREAS, the Putnam County Legislature has reviewed and recommends the adoption of said recommendation of the Personnel Officer; now therefore be it

RESOLVED, that the Putnam County Legislature hereby determines that those officers and employees of Putnam County delineated on the annexed list recommended by the Putnam County Officer of Personnel are required to comply with the disclosure requirements contained in Chapter 55 of the Code of Putnam County by filing the designated disclosure form as contained in the recommendation.

Financial Disclosures Required for 2025
Calendar Year 2024 Informaton

Department or Agency	Title	A or P
Agriculture & Farmland Protection Board	All Members	P
Board of Elections	Commissioner	P
Board of Elections	Deputy Commissioner	P
Board of Electrical Examiners	All Members	P
Board of Ethics	All Members	P
Board of Health	All Members	P
Bureau of Emergency Services	Commissioner of Emergency Services	P
Bureau of Emergency Services	Deputy Commissioner of Emergency Services	P
Bureau of Emergency Services	Director of Emergency Medical Services	P
Community Services Board	All Members	A
Consumer Affairs/Weights & Measures/Trades & Licens.	Director	P
County Clerk	Assistant Records Management Officer	P
County Clerk	County Clerk	P
County Clerk	Deputy County Clerk	P
County Clerk	First Deputy County Clerk	P
County Clerk - Motor Vehicle Division	Deputy County Clerk	P
County Coroner	Coordinator of Coroners	P
County Coroner	Coroner	P
County Executive's Office	County Executive	P
County Executive's Office	Deputy County Executive	P
County Executive's Office	Chief of Staff	P
County Executive's Office	Director of Compliance & Intergovernmental Relations	P
County Historian's Office	County Historian	P
County Legislature	Audit Manager	P
County Legislature	Chair, County Legislature	P
County Legislature	Clerk to the Legislature	P
County Legislature	County Auditor	P
County Legislature	Deputy Clerk to the Legislature	P
County Legislature	Deputy County Auditor	P
County Legislature	Legislator	P
Department of Public Works	Commissioner of DPW	P
Department of Public Works	Deputy Commissioner of DPW	P
Department of Public Works	Fiscal Manager	P
Department of Public Works	Park Superintendent	P
Department of Public Works	Supervisor, Maintenance & Construction	P
Department of Public Works	Supervisor, Planning & Design	P
District Attorney's Office	Assistant District Attorney	P
District Attorney's Office	Chief Assistant District Attorney	P
District Attorney's Office	District Attorney	P
District Attorney's Office	First Assistant District Attorney	P
Emergency Services Safety Advisory Board	All Members	A
East of Hudson Watershed Conservation Board	All Members/Directors & Staff	P
Finance Department	Commissioner of Finance	P
Finance Department	Deputy Commissioner of Finance	P
Finance Department	First Deputy Commissioner of Finance	P
Health Department	Commissioner of Health	P

Financial Disclosures Required for 2025
Calendar Year 2024 Informaton

Department or Agency	Title	A or P
Health Department	Director of Environmental Health Services	P
Health Department	Senior Fiscal Manager	P
Home Improvement Board	All Members	P
IT/GIS	Director of IT/GIS	P
Law Department	County Attorney	P
Law Department	Deputy County Attorney	P
Law Department	First Deputy County Attorney	P
Law Department	Risk Manager	P
Law Department	Senior Deputy County Attorney	P
Mental Health	Commissioner of Mental Health	P
Mental Health	Deputy Commissioner of Mental Health	P
Office for Persons with Disabilities	Coord., Office for People with Disabilities	P
Office for Senior Resources	Director, Office for Senior Resources	P
Office for Senior Resources	Deputy Director, Office for Senior Resources	P
Office for Tourism	Director	P
Personnel Department	Personnel Officer	P
Personnel Department	Deputy Personnel Officer	P
Personnel Department	Principal Personnel Specialist	P
Personnel Department	Senior Personnel Specialist	P
Planning & Development	Commissioner of Plan., Devel. & Public Transp.	P
Planning & Development	Deputy Commissioner of Plan., Devel. & Public Tr.	P
Planning & Development	Director of Transportation	P
Plumbing Board	All Members	P
Probation Department	Probation Director	P
Purchasing & Central Services	Director of Purchasing & Central Services	P
Purchasing & Central Services	Asset Manager	P
Putnam County Industrial Development Agency	All Members	P
Real Property Tax Services	Director, Real Property Tax Services	P
Region 3 Fish & Wildlife Management Board	Member, Putnam County Representative	A
Region 3 Forest Practice Board	Member, Putnam County Representative	A
Sheriff's Department	Civil Division Captain	P
Sheriff's Department	Criminal Investigations Captain	P
Sheriff's Department	Operations Captain	P
Sheriff's Department	Corrections Captain	P
Sheriff's Department	Corrections Lieutenant	P
Sheriff's Department	Road Patrol Captain	P
Sheriff's Department	Sheriff	P
Sheriff's Department	Undersheriff	P
Social Services Department	Commissioner of Social Services	P
Social Services Department	Coordinator, Child Advocacy Center	P
Social Services Department	Coordinator, Child Support Enforcement Unit	P
Social Services Department	Coordinator, IT & Staff Development	P
Social Services Department	Coordinator, Medicaid/Long Term Care	P
Social Services Department	Deputy Commissioner of Social Services	P
Social Services Department	Director of Children & Family Services	P
Social Services Department	Director of Eligibility	P

Financial Disclosures Required for 2025
Calendar Year 2024 Informaton

Social Services Department	Fiscal Manager	P
Social Services Department	Social Services Attorney	P
Soil & Water Conservation District Board	All Members	P
Traffic Safety Board	All Members	A
Department or Agency	Title	A or P
Transportation Advisory Council	All Members	A
Veterans' Memorial Park Advisory Board	All Members	A
Youth Board	All Members	A
Youth Bureau	Youth Director	P
Youth Bureau	Deputy Youth Director	P

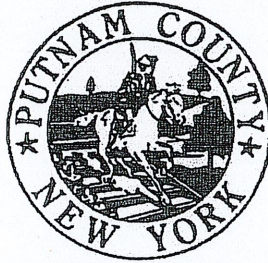
Note: A=Advisory P=Policy

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

CC: All
New Pers.
update: #8

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*




Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: November 5, 2024

TO: Kevin Byrne
County Executive

FROM: Paul Jonke
Chairman, Personnel Committee
Chairman, Putnam County Legislature 

CC: Paul Eldridge
Personnel Officer

RE: Request- Update on Outstanding Personnel Matters

In response to the attached request from Legislator Nacerino, I am writing to request Personnel Officer Eldrige attend the November Personnel Committee Meeting to provide a status on matters involving County Employees.

The Tuesday, November 12, 2024, Personnel Meeting will immediately follow the 6:00p.m. Special Full Meeting in the Legislature's conference room #318.

Thank you for your attention to this request.

Attachment

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

Carmel, New York 10512

(845) 808-1020

Fax (845) 808-1933

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: November 5, 2024

TO: Paul Jonke
Chairman Personnel Committee

FROM: Ginny Nacerino
Legislator

Ginny Nacerino

RE: Request: Update on Outstanding Personnel Matters

Respectfully, I request Personnel Officer Paul Eldridge attend the Tuesday November 12, 2024, Personnel Meeting.

I would like him to provide a status on the outstanding personnel case(s) and/or actions. In addition, the Legislature should be informed of the effect of said case(s) on the functionality of the department(s). Since this matter is confidential in nature, I am requesting it be conducted in "Executive Session".

Thank you.

Personnel Committee Mtg.
November 12, 2024
#9

FYI/Accident Report

Personnel Committee Mtg.
November 12, 2024

#10
—

FYI/ Incident Report