

PERSONNEL COMMITTEE MEETING

HELD IN ROOM 318

PUTNAM COUNTY OFFICE BUILDING

CARMEL, NEW YORK 10512

Members: Chairman Jonke, Legislators Addonizio & Gouldman

Tuesday

July 8, 2025

(Protective Mtg. Immediately Followed)

The meeting was called to order at 5:30PM by Chairman Jonke who requested Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call Legislators Addonizio, Gouldman and Chairman Jonke were present.

Item #3 - Approval/Personnel Committee Meeting Minutes – May 13th and June 10, 2025

Chairman Jonke stated the minutes were accepted as submitted.

Item #4 – Approval/ Re-Appointment Putnam County Director of Real Property Tax Services Patricia McLoughlin/ County Executive Kevin Byrne

Chairman Jonke stated Personnel Officer Paul Eldridge was present to speak to this item. He stated the term would expire on September 30, 2025. He stated that she was filling the remainder of a secured term.

Personnel Officer Paul Eldridge stated Patricia (Trish) McLoughlin was hired in June of 2023. He stated that she stepped into the position at a very busy period of time for the Real Property Tax Services Office, and she did a very good job. He stated that she has taken all of the required training. He stated that October 1st, is the date set by law that the term for this position begins, and it is a six (6) year term. He stated that the Administration is requesting the approval of the Re-Appointment Trish McLoughlin to the position of Putnam County Director of Real Property Tax.

Chairman Jonke stated he agreed that Trish has been doing a great job. He stated as a point of reference all of the County Director of Real Property Tax and Town Assessor positions in New York State come up on October 1st for consideration for appointment to their six (6) year term.

Chairman Jonke made a Motion to Approve Re-Appointment Putnam County Director of Real Property Tax Services Patricia McLoughlin; Seconded by Legislator Gouldman. All in favor.

Item #5 - Approval/ Fund Transfer 25T177/ District Attorney's Office/ Funding for a Front Office Temp/ District Attorney Robert Tendy

Personnel Officer Paul Eldridge stated there has been a vacancy at this position for an extended period of time. He explained an employee has been out on an extended leave. He stated the District Attorney has requested a temporary employee to help cover the front office. He stated they are hoping to receive an update on whether the employee on leave will be returning or not within the next 30 days.

Legislator Sayegh questioned how much time will this funding cover for a temporary employee.

Personnel Officer Paul Eldridge stated they typically request funding to cover three (3) months. He stated this request is in-line with that.

Chairman Jonke made a Motion to Approve Fund Transfer 25T177/ District Attorney's Office/ Funding for a Front Office Temp; Seconded by Legislator Addonizio. All in favor.

Item #6 - Approval/ Fund Transfer 25T179/ Health Department/ Pre-School Program Manager Putnam County Early Learning Center/ Putnam Health Director Rian Rodriguez

Putnam Health Director Rian Rodriguez stated this is a request to fund the salary of a new Pre-School Program Manager who will work and oversee the daily needs at the Putnam County Early Learning Center. He stated the position has been designated as a PUMA position with an annual salary of \$90,000. He stated the request is to have the funds available for August 1, 2025, and prorate through December 31, 2025.

Chairman Jonke questioned if the individual has been selected or is on staff in the County currently.

Putnam Health Director Rian Rodriguez stated they are looking outside the County.

Chairman Jonke questioned how the search is going.

EI & Preschool Program Supervisor Valerie Kurtz stated the search is going well. She spoke to one of the strong candidate's background and qualifications.

Chairman Jonke questioned if this will be a tested position.

Personnel Officer Paul Eldridge stated that it will be.

Chairman Jonke stated then it would be a provisional hire contingent on the individual passing the test.

Legislator Ellner questioned if the School Districts will be participating in any of the funding.

EI & Preschool Program Supervisor Valerie Kurtz stated no.

Legislator Ellner questioned why the County would be responsible for this and not the School Districts. He stated one of the responsibilities he sees is the employee would oversee the pickup of the children.

EI & Preschool Program Supervisor Valerie Kurtz stated this individual would be the only County employee in the building. She stated the County needs to ensure that all of the State's and all the regulations are adhered to, and it was decided that it should be a County Employee. She stated this position will serve as the liaison between the County, State, the School Districts, the Parents and the Agencies.

Legislator Montgomery stated that she believed that the same kind of format is used currently in the organizations.

EI & Preschool Program Supervisor Valerie Kurtz stated yes they all have a Director. She confirmed it is a similar model / format used by other organizations.

Chairman Jonke made a Motion to Approve/ Fund Transfer 25T179/ Health Department/ Pre-School Program Manager Putnam County Early Learning Center; Seconded by Legislator Addonizio. All in favor.

Item #7 – FYI/ Accident Report – Duly Noted

Item #8– FYI/ Incident Report – Duly Noted

Item #9 – Other Business

Item #10 – Adjournment

There being no further business at 5:42PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Addonizio. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.