

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

**Committee Members: Chairman Jonke, Legislators Castellano & Nacerino**

**Tuesday**

**6:00p.m.**

**July 11, 2023**

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The meeting was called to order by 6:02PM 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 June 13, 2023**

Chairman Jonke stated the minutes were accepted as submitted.

**Item #4 - Approval/ Budgetary Transfer 23T158/ To Amend DSS Budget as a result of increase of hours worked/ Commissioner of MH/DSS/YB Michael Piazza**

Chairman Jonke stated he spoke with Commissioner Piazza about this request. He explained an employee who currently works 24 hours per week has increased hours worked to 30 hours. He stated there is a total increase of \$5,135.00. He stated there will be no fiscal impact in 2023. He stated in 2024 there will be a fiscal impact of \$6,924.00.

Legislator Nacerino questioned with this increase of hours there will be health insurance offered. She requested that be addressed.

Senior Personnel Specialist Patricia Rau stated there is a health insurance change and it is reflected in the backup. She stated that she does not know the specifics of this item. She stated with that said Commissioner Piazza did tell her that they do receive grant funding that is put towards this.

Legislative Counsel Firriolo stated from the backup provided it shows that funding from vacancies will be used in 2023 to account for the health care and in 2024 it shows the fiscal impact of \$6,924.00.

Chairman Jonke made a motion to approve Budgetary Transfer 23T158/ To Amend DSS Budget as a result of increase of hours worked; Seconded by Legislator Nacerino. All in favor.

**Item #5- Approval/ Budgetary Transfer 23T189/ To Increase Education & Training Budget Lines/Acting Administrator of Planning John Tully**

Chairman Jonke stated Acting Administrator of Planning Tully was not present. He questioned if anyone had information on this item.

Legislative Clerk Schonfeld stated she was informed this request is to cover the costs associated with the Soil and Water Conference.

Chairman Jonke made a motion to approve Budgetary Transfer 23T189/ To Increase Education & Training Budget Lines; Seconded by Legislator Nacerino. All in favor.

**Item #6 - Approval/ Budget Transfer 23T162/ Request Funding for Part-Time Employee/ Youth Bureau/ Youth Bureau Executive Director Janeen Cunningham**

Chairman Jonke stated he spoke with Commissioner Piazza regarding this request. He stated he explained to him this request is to cover the costs related to coverage during a Maternity Leave. He stated the employee, because of the nature of the work, will begin the Maternity Leave early. He stated this budgetary transfer is to cover the costs of the part-time temporary employee who will be hired to cover the time period of the Maternity Leave, August 14- December 29, 2023.

Senior Personnel Specialist Patricia Rau stated they will be using funds from the vacant position of the Deputy Director, therefore, there is a zero (0) fiscal impact.

Chairman Jonke made a motion to approve Budget Transfer 23T162/ Request Funding for Part-Time Employee/ Youth Bureau; Seconded by Legislator Nacerino. All in favor.

**Item #7 - Approval/ Budgetary Amendment 23A042/ NYS Department of Health -Public Health Infrastructure, Workforce and Data Systems Grant 12/1/2022 through 11/30/2027 – New Position Contingent upon Renewal of Grant beyond 11/30/2027/ Interim Commissioner of Health Michael Nesheiwat, MD**

Chairman Jonke made a motion to waive the rules and accept the additional; Seconded by Legislator Castellano. All in favor.

Senior Fiscal Manager William Orr was present to speak to the fiscal side of this item and Supervising Public Health Educator Shanna Siegel along with Supervising Public Health Nurse Kathy Percacciolo were present to address any questions regarding the positions.

Senior Fiscal Manager William Orr stated the Putnam County Health Department in February 2023 through NYS Department of Health, Public Health Infrastructure Workforce, and Data Systems Grant was awarded \$692,296 over a five-year period. He stated the requested Budgetary Amendment 23A042 was agreed upon by the County Executive Byrne and Interim Commissioner of Health Nesheiwat. He stated there are two (2) positions being requested. He stated the first is a Public Health Data and Informatics Specialist with a starting salary of \$79,031 with a 2.00% Cost of Living Adjustment (COLA) raise per year along with fringe benefits with a 2% increase per year. He clarified that although Personnel has deemed this position Management Confidential, the salary was based on a grade 21. He stated the second position will also be a grade 21 equivalent, Quality Improvement/Performance Management (QIPM) Coordinator, which would be a part-time position, 21 hours per week at an hourly rate of \$43.42. He stated the start date for both positions is approximately October 1, 2023. He stated this request is enough funds to cover 25% of the year in

salaries along with the prospective fringes and \$1,000 for education and training. He stated if all goes as planned and both positions are filled and begin October 1, 2023, the award will fully expend by August 31, 2027.

Legislator Castellano questioned what the positions will entail.

Supervising Public Health Educator Shanna Siegel spoke to the Public Health Data and Informatics Specialist position's role and responsibilities.

Supervising Public Health Nurse Kathy Percacciolo spoke to the Quality Improvement/Performance Management Coordinator position. She began by stating the Putnam County Health Department is a nationally accredited Health Department and therefore are required to do quality improvement and performance management. She stated the goal is to see that the health and welfare of the residents is being taken care of. She continued to speak to the role and responsibility of the position. She finished by stating she believes this should be a full-time position, but the funding is not available, so they will work with this for now.

Legislator Crowley questioned what happens after the five (5) year period of the grant.

Supervising Public Health Educator Shanna Siegel stated after the five (5) year period, they will have an actual understanding and data to support the value of the positions. She stated the hope is there will be grant funding that will support the positions.

Legislator Crowley questioned if they prove successful would there be a request to budget for the positions during the budget process.

Senior Fiscal Manager William Orr stated that is a possibility.

Chairman Jonke made a motion to approval Budgetary Amendment 23A042/ NYS Department of Health -Public Health Infrastructure, Workforce and Data Systems Grant 12/1/2022 through 11/30/2027 – New Position Contingent upon Renewal of Grant beyond 11/30/2027; 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 #11 - Adjournment**

There being no further business at 6:17 PM Chairman Jonke made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.