



WASHINGTON COUNTY BOARD OF SUPERVISORS

County Municipal Center
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MEMO

CLERK OF THE BOARD
Debra R. Prehoda

ARGYLE
Robert A. Henke, Chairman

FORT ANN
Samuel J. Hall, Vice Chairman

CAMBRIDGE
Cassie Fedler

DRESDEN
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EASTON
Daniel B. Shaw

FORT EDWARD
Timothy M. Fisher

GRANVILLE
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James Nolan

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David K. O'Brien

HARTFORD
Dana E. Haff

HEBRON
Brian R. Campbell

KINGSBURY
Dana Hogan

JACKSON
Jay B. Skellie

PUTNAM
Darrell T. Wilson

SALEM
Evera Sue Clary

WHITE CREEK
James S. Griffith

WHITEHALL
John W. Rozell

TO: Chairman of the Board
Members of the Personnel Committee: Supervisors Hicks, Skellie, Campbell, O'Brien,
Fedler, Clary, Wilson

FROM: Clerk of the Board

Chairman Hicks has scheduled a Personnel Committee meeting for **Thursday, April 13, 2023 at 9:30 AM** in the 2nd Floor Classroom, Room B214, County Office Bldg. B, 383 Broadway, Fort Edward, New York.

The public may view the meeting here:

https://www.youtube.com/channel/UC_fkXChkwTrSnyELW05bqA

The Agenda is as follows:

1. Call to Order
2. Accept Minutes – March 9, 2023
3. Staffing - Straight Backfill Requests (Informational):
 - A. Buildings & Grounds
 1. Building Maintenance Mechanic – Retirement
 2. Building Maintenance Helper - Promotion
 - B. DPW – Highway Worker II - Retirement
 - C. Social Services
 1. Caseworker – Resignation
 2. Social Services Examiner – Removal
4. Staffing Pattern/Grade Changes
 - A. Buildings & Grounds/Parks
 1. Add One (1) Park Manager to Huletts Park ***Staffing Pattern Change***
 2. Amend Salary Schedule - Park Manager (2) – Recommending \$10,000
 - B. County Attorney – Add One (1) Law Intern, FT Temporary and Add to Title by Grade Schedule – Grade 12 - ***Staffing Pattern & Title by Grade Schedule Change***
 - C. DPW – Remove One (1) Account Clerk & Add One (1) Sr. Account Clerk ***Staffing Pattern Change***
 - D. IT – Cybersecurity Officer Add One (1) to IT and Remove One (1) from Co. Attorney ***Staffing Pattern Change***
 - E. Public Health - Add One (1) Office Manager (Temp. July – Sept.) ***Staffing Pattern Change***
 - F. Sheriff – Add Four (4) Deputy Sheriffs ***Staffing Pattern Change***
 - G. DSS – Remove One (1) Welfare Employment Rep. & Add One (1) Sr. Social Services Examiner (Same Grade) ***Staffing Pattern Change***
5. Other Business
 - A. Open Enrollment – April 22 – April 30 – Informational Meetings
 - B. SUNY ADK Job Fair – April 12 – 12 PM to 4 PM
 - C. Retirements
6. Adjournment

****Committee Members: Please notify this office if you are unable to attend.****

DATED: April 7, 2023
Fort Edward, New York