

PERSONNEL COMMITTEE MEETING MINUTES  
JANUARY 12, 2023

PERSONNEL COMMITTEE MEMBERS PRESENT: Hicks, Skellie, Campbell, O'Brien, Fedler, Clary, Wilson

PERSONNEL COMMITTEE MEMBERS ABSENT: None

SUPERVISORS: Hall, Henke, Shaw, Fisher, Nolan, Haff, Hogan, Rozell

Debra Prehoda, Clerk

Roger Wickes, County Attorney

Melissa Fitch, County Administrator

Al Nolette, County Treasurer

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – December 8, 2022
3. Staffing – Straight Backfill Requests (Informational):
  - A. Aging
    1. Aging Services Aides (Per Diem) – Vacated 1/5/23 - Promotion
  - B. Department of Public Works
    1. Bridge Repair Person – Vacated 1/5/23 – Promotion
    2. Highway Worker II – Vacated 1/5/23 – Promotion
    3. Senior Account Clerk – Vacating 1/13/23 - Resignation
4. Other Business
5. Adjournment

Chairman Hicks called the meeting to order at 9:32 A.M. in the Board of Supervisors second floor classroom B 214, Municipal Center, Fort Edward, NY.

A motion to accept the minutes of the December 8, 2023 meeting was moved by Mr. Wilson, seconded by Mr. Campbell, and adopted.

STRAIGHT BACKFILL REQUESTS: Danelle LaPann, Personnel Officer, presented the following backfills that were approved:

AGING:

- Aging Services Aides (Per Diem) Vacated 1/4/23 – Promotion – Moved to Part Time Positions

DEPARTMENT OF PUBLIC WORKS:

- Bridge Repair Person – Vacated 1/5/23 – Promotion
- Highway Worker II – Vacated 1/5/23 – Promotion
- Senior Account Clerk – Vacating 1/13/23 – Resignation

DEPARTMENT OF SOCIAL SERVICES:

- Senior Caseworker – vacating 2/3/23 – Promotion
- Senior Social Services Examiner – vacating 2/23/23 – Promotion
- Caseworker – vacating 2/3/23 – Promotion
- Caseworker PT – vacated 1/6/23 – move to FT
- Principal Social Services Examiner – vacating 2/23/23 – Retirement
- Social Services Examiner – vacating 2/23/23 - Promotion

OTHER BUSINESS:

DEPARTMENT OF SOCIAL SERVICES:

Request to add Social Services Examiner PT (part time), temporary position to the Title by Grade at the same rate as FT (full time) – Grade 10 (\$21.58). The Commissioner of Social Services is requesting to fill only vacant Social Services Examiner positions temporarily on a PT

basis while in the process of filling the FT positions, currently 6. This would require an addition to the Title by Grade since temporary positions are not union. Someone that resigned is willing to come back provisionally for the part time temporary position. This is a temporary position and does not require amending the Staffing Pattern. Motion to amend Title by Grade schedule for part time Social Services Examiner position at Grade 10 was moved by Mr. Campbell, and seconded by Mrs. Fedler. Discussion. Several other vacancies remain and she is allowed to fill temporary positions as long as the vacancy exists and would report that to the committee. The motion to amend Title by Grade schedule for part time Social Services Examiner position at Grade 10 was moved by Mr. Campbell, seconded by Mrs. Fedler and adopted.

Health Insurance – Mr. Haff stated he participates in the County health insurance plan like other employees and received a letter from HIGHMARK, health insurance provider, saying there was a change in their health insurance plan regarding their laboratory services. He asked how they can change the plan after it has already been adopted. The letter states the 2023 change is regarding the list of laboratory services classification as preventative. Some services may still be covered under your benefits but will no longer be classified as preventative. The Personnel Director stated they are working with HIGHMARK and Marshall and Sterling, insurance broker, on getting a complete answer on this change and impact to members. It came about due to some changes in the 2023 preventative schedule that HIGHMARK follows based on the US Preventative Task Force recommendations. How the lab is coded is how it is billed. The Personnel Director hopes to have a letter out by the end of the week with answers regarding this change. We will see some changes to our plan and waiting for an answer. The Treasurer stated this is unusual to have a change in the middle of a contract and need answers and then can discuss options the County has. The County Administrator stated they are working on getting answers and will report back on information.

The meeting adjourned at 9:49 A.M.

*Debra Prehoda, Clerk*  
*Washington County Board of Supervisors*