

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PERSONNEL & HIGHER EDUCATION

DATE: OCTOBER 4, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GERAGHTY
FRASIER
MCDEVITT
LEGGETT
HYDE
DIAMOND
MERLINO
SOKOL

OTHERS PRESENT:

REPRESENTING SUNY ADIRONDACK:
DR. KRISTINE DUFFY, PRESIDENT
JACKIE FIGUEROA, COUNTY HUMAN RESOURCES DIRECTOR
PATRICIA NENNINGER, PERSONNEL OFFICER
RONALD CONOVER, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER

COMMITTEE MEMBERS ABSENT:

SUPERVISORS BRAYMER
SIMPSON
LOEB

SUPERVISORS BEATY
DRISCOLL
STROUGH
LARRY PALTROWITZ, LEGAL COUNSEL FOR THE COUNTY
MIKE SWAN, COUNTY TREASURER
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the October 4, 2019 meeting of the Personnel & Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2019/personnel/>

Supervisor Geraghty called the meeting of the Personnel & Higher Education Committee to order at 10:00 a.m.

Motion was made by Mr. McDevitt, seconded by Mr. Sokol and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing with the Agenda review, Mr. Geraghty offered privilege of the floor to Dr. Kristine Duffy, *President, SUNY Adirondack*, who informed SUNY College Presidents had already started advocating with NYSAC (*New York State Association of Counties*) and a resolution had been drafted that would be shared with all of the County leaders which pertained to supporting their request to make the new funding formula permanent. She explained the formula provided for 98% of the funding they received the prior year or \$100 increase per FTE (*Full-Time Equivalent*) depending upon whichever was greater; however, she noted, they would still be advocating to change this to 100%. She advised when considering the full enrollment picture for the College, this figure included those enrolled in the Continuing Education Program resulting in around 8,000 individuals being served on an annual basis, but they were only funded for 2,800 FTE. She stated their Board of Trustees had just adopted the resolution which she distributed to the Committee members and would be presented to the New York State Economic Development Council, Warren County Economic Development Corporation, as well as the Adirondack Regional Chamber of Commerce; a copy of the Adirondack Community College Resolution was on file with the minutes. She said they were hoping the County would adopt a resolution in support of their advocacy efforts which would be forwarded on to the State representatives and the Governor's Office. Mr. Geraghty requested that Dr. Duffy forward a copy of the resolution to Ryan Moore, *County Administrator*, for review.

Dr. Duffy apprised there was a decline in enrollment for the Fall Semester which they had projected for and they were slightly below budget; however, she noted, they would be able to make up that shortfall throughout the academic year. She mentioned their Residence Hall had 387 students residing there, with around twenty-two students who did not show up, mostly due to a lack of being able to obtain financial aid. She said they continued to look at ways to grow and diversify their enrollment to ensure they were not solely dependent on high school students or working adults, both of which were declining in enrollment due to the decrease in the high school students, as well as the steady employment rate; she added both two and four year colleges were being impacted by this.

Dr. Duffy advised she was pleased to announce they had just been awarded a \$2.2 million grant from the U.S. Department of Education and would receive \$450,000 per year over a five year period which would be invested specifically in student success initiatives and increasing technology capacities. She informed the primary focus for the money would be designing the first year experience for students, meaning how they brought students into the institution and assisted them with making good decision, with the focus on their first year to set them up for the most success. She said they would be assessing what they did and making changes based upon promising practices, as well as using some funding to continue to work on remediation in math which was the course many students struggled with. She stated the technology enhancements would free up personnel to do the one-on-one work that they should be doing with students instead of “paper pushing”. She informed the grant was intended to assist institutions with strengthening their focus on the success of students.

In regard to SUNY Adirondack’s graduation rate, Dr. Duffy stated that their two and three year rates had continued to increase so much so that they were now ahead of all SUNY Community Colleges for their two year rate and they were now meeting the national average for their three year rate. She said a significant amount of work had occurred at the College over the past six years in terms of focused efforts from all different areas of the College, indicating how proud she was of this accomplishment.

Mr. Beaty thanked Dr. Duffy and the staff of SUNY Adirondack for working with high schools to create programs that would assist with filling the job openings in the region. He said he could not emphasize enough how vital this was because of the amount of employers he was aware of in this region who struggled to fill their open positions, including positions that paid well. He apprised the trade industry was being under served, but Dr. Duffy and some of the local school districts were making efforts to fill that need. He applauded these efforts and encouraged the Supervisors present to talk with the Superintendent of their School Districts to ensure that they were aware of the program.

Dr. Duffy informed today the SUNY Adirondack Faculty would be voting on a new program that she anticipated moving forward once it was approved by the State that related to the trades. She apprised they had been working with the Local 773 (Plumbers & Steamfitters) Union about how the College could assist local journeymen to complete an Associates Degree that provided them with the skill set to open their own business. She said the College would be adding to the trades skills they received through the journeymen process by teaching them business skills through the new program that would concern building trades supervision, with half of the credits coming from their journeymen program and the other half from course work at the College to complete an Associates Degree. She mentioned the Union had been doing this for several years with a Community College in Michigan, but they would like to do this through their local Community College. She advised this would be an Associates Degree in Occupational Studies which would be a new venture for SUNY Adirondack to be moving into the trades area. She remarked that she was proud of the faculty and the campus community, who were ensuring

that the College was addressing all of the comprehensive needs of the community for which this was another example.

A discussion ensued.

Moving on, Mr. Geraghty stated Items 2A-B pertained to the following:

- 2A) *Human Resources*- An executive session is required to discuss the CSEA negotiations with Larry Paltrowitz, *Legal Counsel for the County*.

Mr. Geraghty apprised a motion was required to enter into an executive session to discuss with the CSEA negotiations with Mr. Paltrowitz. The necessary motion was made by Mr. McDevitt, seconded by Mr. Leggett and carried unanimously to enter into an executive session pursuant to Section 105(e) of the Public Officer's Law.

Executive session was held from 10:16 a.m. until 10:59 a.m.

Mr. Geraghty advised that no action was taken during the executive session.

- 2B) *Human Resources*- Review of report on tracking of vacancies filled. *Report provided for informational purposes.*
- 2C) *Human Resources*- Request for a transfer of funds in the amount of \$1,500 from the Contingent Account to replenish the funding budgeted for purchases to accommodate requests under the ADA Policy.

Motion was made by Mr. Merlino, seconded by Mr. Diamond and carried unanimously to approve the request and refer same to the Finance Committee.

- 2D) *Human Resources*- Human Resources Budget presentation by the Director of Human Resources.

Jackie Figueroa, *County Human Resources Director*, reviewed her 2020 Budget Request and answered questions posed by the Committee.

- 2E) *Civil Service*- Civil Service Budget presentation by the Personnel Officer.

Patricia Nenninger, *Personnel Officer*, reviewed her 2020 Budget Request and answered questions posed by the Committee.

Proceeding with the Agenda review, Mr. Geraghty advised Agenda Items 3A-B pertained to the following referrals from the Criminal Justice & Public safety Committee, *Assigned Counsel*:

- 3A) Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Account Clerk (Part-Time), *Grade 4, Base Annual Salary \$29,333*, effective October 21, 2019.
- 3B) Request to amend the Table of Organization and Salary Schedule to create and fill the new position of Part-Time Grant Administrator, *Grade and Base Annual Salary TBD*, effective October 21, 2019.

Motion was made by Mr. Sokol, seconded by Mr. McDevitt and carried unanimously to approve the requests as presented and the necessary resolutions were authorized for the October 18th Board Meeting.

Mr. Geraghty stated Agenda Item 4 pertained to a referral from the Health, Human & Social Services Committee, *Countryside Adult Home*, concerning a request to amend Resolution No. 166 of 2019 to extend the termination date of the Sr. Aide - Part-Time Temporary position to December 31, 2019, unless the position is filled sooner, for training purposes.

Motion was made by Mr. Geraghty, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the October 18th Board Meeting.

Concluding the agenda review, Mr. Geraghty noted Agenda Item VI consisted of a listing of vacancies approved for filling by other Committees since the last Personnel & Higher Education Committee meeting, which included the following:

- Employment & Training-* Employment & Training Director II, *Annual Salary TBD*, due to resignation.
- Public Works-* Auto Mechanic #9, *Grade 11, Base Annual Salary \$38,225*, due to resignation.
MEO(L) #13, *Grade 7, Base Annual Salary \$33,600*, due to promotion.
MEO(L) #6, *Grade 7, Base Annual Salary \$33,600*, due to resignation.
- Sheriff -* Senior Account Clerk #7, *Annual Salary \$39,216.24*.
- Social Services -* Caseworker #34, *Grade 16, Base Annual Salary \$43,390*, due to resignation.

Mr. Geraghty offered privilege of the floor to anyone present wishing to address the Committee on any matter, but there was no one wishing to speak.

There being no further business to come before the Personnel & Higher Education Committee, on motion made by Mr. Sokol and seconded by Mrs. Frasier, Mr. Geraghty adjourned the meeting at 11:05 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board