

PERSONNEL COMMITTEE MEETING MINUTES  
January 9, 2018

The Personnel Committee of the Broome County Legislature met on Tuesday, January 9, 2018 in the Legislative Conference Room, Sixth Floor, Edwin L. Crawford County Office Building, Binghamton, New York.

Members Present: J. Shaw (Chair), G. Baldwin, C. O'Brien, K. Wildoner, M. Kaminsky

Members Absent: None

Others Present: M. Sopchak, R. Weslar, R. O'Donnell, Legislature; C. Cramer, County Exec's Office; J. Knebel, OMB; S. Cornwell, DA; N. Williams-Frank, S. Bennett, K. White, DSS; T. Behan, Personnel; D. Harder, Sheriff; R. LaClair, L. Murray, WPNH; J. Yonkoski, BMTS

The Personnel Committee meeting was called to order by the Chairman at 4:00 PM. Mr. Baldwin made a motion to move the agenda, seconded by Mrs. Kaminsky.

The Committee took the following action with regard to the matters before it:

#1 [RESOLUTION AUTHORIZING RENEWAL OF THE AID TO PROSECUTION GRANT FOR THE OFFICE OF THE DISTRICT ATTORNEY AND ADOPTING A PROGRAM BUDGET FOR 2017-2018](#)

There was a question regarding the Social Security amount from the previous grand year (2016-2017) and it was determined that the amount was incorrect last year, but was in fact correct for the new grant year (2017-2018).

Carried. Ayes-5, Nays-0

#2 [RESOLUTION AUTHORIZING RENEWAL OF THE US MARSHALS FALCON PROGRAM GRANT FOR THE OFFICE OF THE SHERIFF AND ADOPTING A PROGRAM BUDGET FOR 2017-2018](#)

Carried. Ayes-5, Nays-0

#5 [RESOLUTION AUTHORIZING PERSONNEL CHANGE REQUEST FOR THE DEPARTMENT OF PUBLIC WORKS, PARKS, RECREATION & YOUTH SERVICES](#)

Carried. Ayes-5, Nays-0

#6 [RESOLUTION AUTHORIZING PERSONNEL CHANGE REQUEST FOR THE OFFICE OF THE SHERIFF](#)

At the request of the Sheriff, Mr. Wildoner made a motion, seconded by Mr. Baldwin, to amend the FURTHER RESOLVED paragraph to add the word "Chief" in front of Civil Deputy in the second to last line of the paragraph.

Amendment carried. Ayes-5, Nays-0

Resolution as amended carried. Ayes-5, Nays-0

#7 [RESOLUTION AUTHORIZING PERSONNEL CHANGE REQUEST FOR THE DEPARTMENT OF SOCIAL SERVICES](#)

Carried. Ayes-5, Nays-0

#15 RESOLUTION AUTHORIZING RENEWAL OF THE BINGHAMTON METROPOLITAN TRANSPORTATION STUDY (BMTS) GRANT AND ADOPTING A PROGRAM BUDGET FOR 2018-2019

Mr. Knebel stated that the reduction of the in-kind services revenue is because that is not revenue that is realized and usually leads to a budget deficit each year. He further stated that by properly accounting for the in-kind, the grant will not have a deficit at the end of each grant year.

Carried. Ayes-5, Nays-0

#17 RESOLUTION AUTHORIZING REVISION OF THE TRAFFIC DIVERSION PROGRAM GRANT FOR THE OFFICE OF THE DISTRICT ATTORNEY AND ADOPTING A REVISED PROGRAM BUDGET FOR 2018

Carried. Ayes-5, Nays-0

#18 RESOLUTION AUTHORIZING RENEWAL OF THE AGREEMENT WITH STAFKINGS FOR TEMPORARY SECRETARIAL SERVICES FOR THE OFFICE OF THE DISTRICT ATTORNEY FOR 2018

Carried. Ayes-5, Nays-0

Following the Resolutions, Legislator Jason Shaw and WPNH Administrator Ryan LaClair updated the committee on County employment matters (handouts attached).

There being no further business to come before the Committee at this time, a motion to adjourn was made by Mrs. O'Brien, seconded by Mr. Wildoner. The meeting adjourned at 4:47 PM.

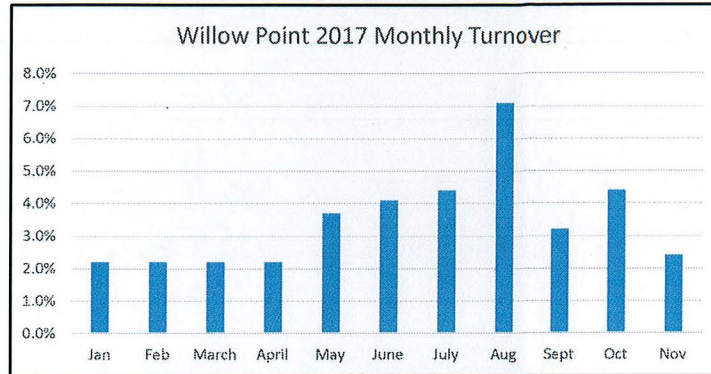
	A	B	C	D	E	F	G	H	I	J	K
1	<b>Dept Stats</b>	<b>New Hires</b>	<b>Terminates</b>	<b>Promotions</b>	<b>Demotions</b>	<b>Rehires</b>	<b>Current Employees as of 12/31/2017</b>	<b>Males as of 12/31/2017</b>	<b>Females as of 12/31/2017</b>	<b>Temps as of 12/31/2017</b>	<b>PT as of 12/31/2017</b>
2	Dec-17	19	62	11	4	2	2049	932	1116	335	493
3	Nov-17	29	35	24	3	6	2093	962	1131	364	504
4											
5	<b>By Department:</b>										
6	<b>December</b>										
7	Arena	0	2	0	0	0	58	23	35	51	49
8	Audit	0	0	0	0	0	8	5	3	0	2
9	Aviation	0	0	0	0	0	22	19	3	3	4
10	Central Foods	0	0	0	0	0	1	0	0	0	0
11	Coroners	0	0	0	0	0	4	1	3	0	4
12	County Clerk	0	4	0	0	0	28	2	26	1	6
13	Co Executive	1	0	0	0	0	9	2	7	3	2
14	Co Legislature	0	0	0	0	0	20	17	3	0	15
15	District Attorney	0	0	1	0	0	45	23	22	0	3
16	DSS	1	6	0	0	0	344	64	280	6	9
17	Elections	0	0	0	0	0	46	24	22	37	39
18	Emergency Svcs	0	1	0	0	0	74	52	22	22	21
19	Enjoie Golf	0	19	0	0	0	4	4	0	1	0
20	Fleet Mngnt	0	0	0	0	0	3	3	0	0	0
21	Forum	0	0	0	0	0	1	1	0	0	0
22	Highway	1	1	1	0	0	56	53	3	0	0
23	IT	0	0	0	1	0	34	24	10	1	2
24	Law	0	0	0	0	0	21	11	10	0	0
25	Library	0	0	0	0	0	22	7	15	0	8
26	Mental Health	1	0	0	0	0	5	0	5	0	1
27	OET	0	1	0	0	0	12	3	9	0	1
28	OFA	1	0	0	0	0	87	11	76	34	55
29	OMB	0	0	0	0	0	14	3	11	0	0
30	Parks	0	1	0	0	0	16	16	0	2	0
31	Personnel	0	0	0	0	0	18	3	15	9	9
32	Planning/BMTS	0	0	0	0	0	16	7	9	2	2

	A	B	C	D	E	F	G	H	I	J	K
33	Probation	0	1	1	0	0	43	16	27	0	0
34	Public Defender	0	0	0	0	0	27	13	14	0	0
35	Public Health	0	0	0	0	0	99	24	75	12	35
36	Public Works	0	1	0	0	0	72	56	16	21	20
37	Purchasing	0	0	0	0	0	4	2	2	1	1
38	Real Property	0	1	0	0	0	17	5	12	8	6
39	Risk and Insurance	0	0	0	0	0	6	3	3	0	0
40	Road Machinery	0	0	2	0	0	11	11	0	0	0
41	Security	0	3	0	0	0	78	57	21	41	41
42	Sheriff	0	4	0	0	0	248	200	48	11	11
43	Solid Waste	0	0	0	0	0	24	17	7	5	5
44	STOP DWI	0	0	0	0	0	1	0	1	0	0
45	Transit	5	3	1	0	0	97	87	10	2	25
46	Veterans	0	0	0	0	0	4	3	1	1	2
47	Weights	0	0	0	0	0	2	2	0	0	0
48	WPNH	9	14	5	3	2	348	58	290	61	115
49	<b>Totals</b>	<b>19</b>	<b>62</b>	<b>11</b>	<b>4</b>	<b>2</b>	<b>2049</b>	<b>932</b>	<b>1116</b>	<b>335</b>	<b>493</b>

**Willow Point  
Rehabilitation  
& Nursing  
Center  
Personnel Data  
2017**

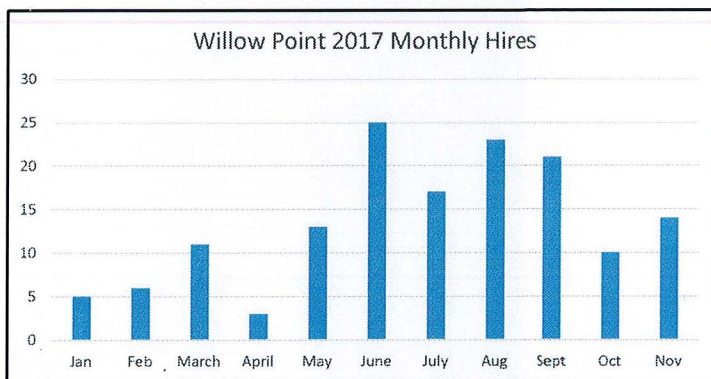
## Willow Point Personnel Data

Month	Turnover
Jan	2.2%
Feb	2.2%
March	2.2%
April	2.2%
May	3.7%
June	4.1%
July	4.4%
Aug	7.1%
Sept	3.2%
Oct	4.4%
Nov	2.4%

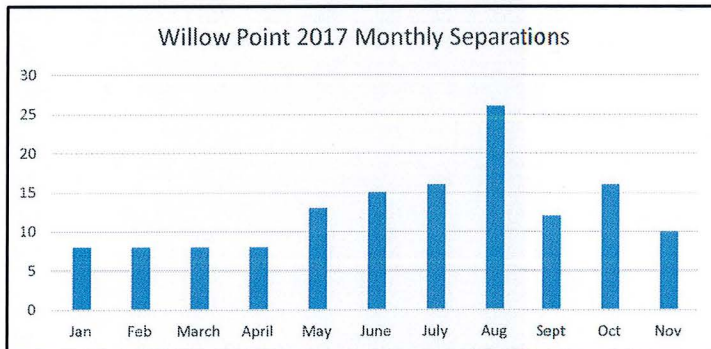


Annual turnover percentage is 39.5%. Our goal for 2018 is 30%.

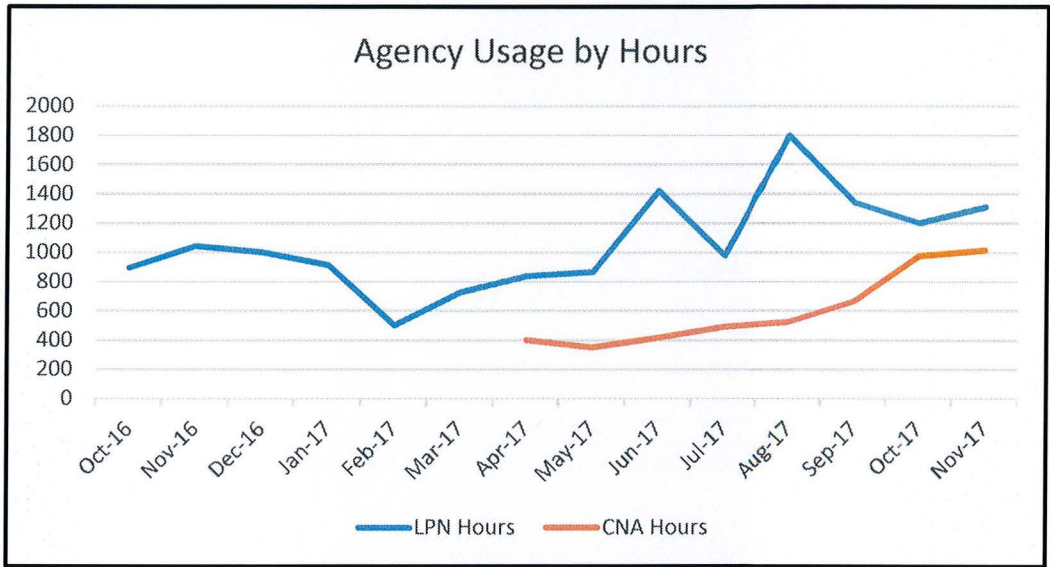
Month	New Hires
Jan	5
Feb	6
March	11
April	3
May	13
June	25
July	17
Aug	23
Sept	21
Oct	10
Nov	14



Month	Separations
Jan	8
Feb	8
March	8
April	8
May	13
June	15
July	16
Aug	26
Sept	12
Oct	16
Nov	10



Month	LPN Hours	CNA Hours
Oct-16	895.25	
Nov-16	1042.25	
Dec-16	1000.75	
Jan-17	914.5	
Feb-17	500.5	
Mar-17	726.5	
Apr-17	837	400.25
May-17	864.75	349.25
Jun-17	1420.75	415
Jul-17	977.5	489.75
Aug-17	1795.25	523.5
Sep-17	1340	663.75
Oct-17	1199	972
Nov-17	1309	1012



**NURSE CONNECTION**

	OT	
C.N.A.	23.5	35.25
LPN	40	60

**NURSE FINDERS**

	OT	
C.N.A.	23.5	35.25
LPN	41.5	62.25