

**PERSONNEL AND COMPENSATION COMMITTEE
MINUTES
FRIDAY, JANUARY 20, 2023
3:30 P.M.**

PRESENT: Robert C. Sassi, Chairman
Leigh J. Benton, L. Stephen Brescia, Thomas J. Faggione,
Kevindaryán Luján, Joseph J. Minuta, James O'Donnell, Michael D. Paduch

ALSO

PRESENT: Katherine E. Bonelli, Chairwoman
Barry Cheney, Legislator
Paul Ruskiewicz, Legislator
Betsy N. Abraham, Esq., Legislative Counsel
Alicia D'Amico, Director of Operations and Cost Control
Kerry Gallagher, Commissioner of Finance
Langdon Chapman, Commissioner, Human Resources
Donna McCarey, Deputy Commissioner, Human Resources
Alison Tyack, Director of Personnel Management, Human Resources
Brendan R. Casey, Commissioner, Dept. of Emergency Services
Timothy A. Davidian, Director, Probation Department
Daniel G. Castricone, Risk Manager
Samantha Sweikata, Acting Commissioner of General Services
Dr. Kristine Young, President, Orange County Community College
Paul G. Martland, Vice President of Admin./Finance, Orange County Community College
Deborah Slesinski, Budget Director
Liz Matis, Budget Analyst

Mr. Sassi called the meeting to order at 3:30 p.m. and asked everyone to stand for the Pledge of Allegiance to the Flag. All committee members were present.

Mr. Brescia moved to approve the request to confirm the appointment of Samantha Sweikata as Commissioner of the Department of General Services, seconded by Mr. Paduch.

Ms. D'Amico stated that she is here to recommend Ms. Sweikata as Commissioner of the Department of General Services. She is a very dedicated civil servant who has been working with the county for over 16 years. She started at Valley View as a supervisor, then joined the Department of General Services in December 2011 and this will be her 12th year. She has moved her way up through the ranks and is a respected leader.

Ms. Sweikata commented that she looked forward to working with everyone and thanked everybody for the opportunity.

Motion carried. All in favor.

Mr. Faggione moved the request for a waiver of examination application fees for the recruitment of Orange County Government employees in positions which are graded CSEA Grade 03 up to and including Grade 09 until 12/31/2025, at which time the existing fee will be reinstated, seconded by Mr. Lujan.

Mr. Chapman explained that they are trying to find ways to encourage people to apply for county employment. He mentioned that it was not just for county jobs, it is for local government jobs too.

Mr. Sassi shared that a year ago there was an individual who applied for a custodial position at Monroe Woodbury High School, he did not pay the fee because he did not have it, therefore his application was never processed. He felt that this was a reasonable request and he supported it 100%.

Mr. Brescia supported the request but asked how much revenue would they lose.

Mr. Chapman stated that they did their best estimate and thought it would be around \$13,000 to \$20,000. If you are a low income person, there are waivers but you need to ask for them and apply.

Mr. O'Donnell inquired about the number of applicants they get a year.

Ms. McCarey pointed out that when they announce an examination, there can be one applicant that applies for multiple exams that are held on that day.

Mr. Chapman announced that Donna McCarey was leaving next month and has been involved in every labor contract for the past 33 years.

Legislators congratulated Ms. McCarey and noted that she would be missed and has been an asset to the county.

Motion carried. All in favor.

Mr. Minuta moved the request to create one (1) Per Diem CPR Instructor I, salary \$35.00 per hour and one (1) CPR Instructor II, salary \$42.00 per hour, seconded by Mr. Brescia.

Mr. Casey explained these positions are in response to the County Executive's initiative to provide CPR training to all citizens of Orange County. They sent out a flier to every home in the county and received a lot of responses on it. Therefore, he needs to hire per diem people on a needed basis.

Motion carried. All in favor.

Mr. Lujan moved to approve the request to create one (1) Systems Integration Manager, Management Grade 23, seconded by Mr. Paduch.

Mr. Davidian stated with all the data they receive and the amount of technology they are using in the county and in the Probation Department, as well as interactions with the Department of Emergency Services, the Sheriff's Office, and the District Attorney's Office, there is a lot of information technology that is not working as smooth as it should be. They hope that this person can help keep the in-house affairs in order as well as the interactions and connectivity with the other county departments.

Motion carried.

Mr. Faggione moved to approve the request to create the position of Deputy Risk Management Officer, Management Grade 24, seconded by Mr. Minuta.

Mr. Castricone stated this was discussed and approved during the budget process. The department is small but a big concern is a succession plan. They would like to create Deputy Risk Management Officer to back him up. His department also needs to backfill to cover various people while they are out. This person could back him up and/or take over in the future.

Motion carried. All in favor.

Mr. Minuta moved the request to create five (5) Building Maintenance Worker(s), Grade 8, position, to perform a variety of tasks in connection with the maintenance and repair of the college facilities, grounds and equipment, seconded by Mr. Lujan.

Mr. Martland explained that they would like to create five positions with the same title. These positions would replace existing positions that are trade specific. The job descriptions for those trades are somewhat restricted, specific to plumbing or painting. This will offer the ability to do minor work in the main areas and it will improve efficiency. They have to move their maintenance people around and trying not to send multiple people to do one task at the Newburgh Campus. They have quite a few in the existing titles that are approaching retirement and as they go, rather than replace the trade positions, they would be replaced with one of these workers.

Motion carried. All in favor.

Mr. Lujan request to create one (1) full-time and one (1) part-time Receptionist Spanish/English speaking, Grade 6, positions, seconded by Mr. Minuta.

Mr. Martland noted that this was a similar situation. They were not trying to fill the positions immediately, but they found that the college is a Hispanic serving institution and what they found is they do not have a large number of bilingual staff members.

Motion carried. All in favor.

On the motion of Mr. Minuta, seconded by Mr. Benton, the meeting adjourned at 3:54 p.m.