

**PERSONNEL AND COMPENSATION COMMITTEE
MINUTES**

**MONDAY, MAY 20, 2019
3:30 P.M.**

PRESENT: John S. Vero, Chairman
Leigh J. Benton, Paul Ruskiewicz, Thomas Faggione,
Rob Sassi, Joel Sierra, Kathy Stegenga, Laurie Tautel

ALSO

PRESENT: L. Stephen Brescia, Chairman
Katie Bonelli, Majority Leader
Barry Cheney, Legislator
Peter Tuohy, Legislator
Antoinette Reed, Legislative Counsel
Harold Porr, Deputy County Executive
Daniel Bloomer, Director, Operations and Cost Control
Steven M. Gross, Commissioner, Human Resources
Alison Tyack, Director of Personnel Management, Human Resources
Irene Kurlander, Deputy Commissioner, Social Services
James S. Brooks, Commissioner, Dept. of Parks, Recreation & Conservation
Michael F. Amodio, Deputy Commissioner, Dept. of Parks, Recreation and Conservation
Bill Fiovoranti, Director, Economic Development
Stephanie Kistner, Tourism Coordinator, Tourism
Deanna Crawford, Budget Analyst
Gretchen Riordan, Budget Analyst

Mr. Vero called the meeting to order at 3:30 p.m. and asked everyone to stand for the Pledge of Allegiance to the Flag. All members were present with the exception of Mr. Benton who arrived at 3:33 p.m.

Ms. Stegenga moved request to reclassify
Fiscal Manager, Grade 15, to Fiscal Analyst,
Grade 16, seconded by Ms. Tautel.

Ms. Kurlander explained that this is the result of a desk audit. It was determined that the position should be upgraded and reclassified from Fiscal Manager, Grade 15 to Fiscal Analyst, Grade 16.

Motion carried. All in favor with the
exception of Ms. Tautel who abstained.

Mr. Lujan moved request to create one (1)
Part-time Film Office Specialist, Grade 11,
seconded by Ms. Tautel.

Ms. Kistner explained that this individual will be responsible for working on development and marketing to help support television film and any video production in the county.

Mr. Lujan heard that Netflix planned to have a bigger presence in New York. He asked if there was a chance that could land in the Orange County area.

Ms. Kistner did not see why not. It would depend on how quickly they get in touch with them and take them to different sites. They presently do a fine job doing that so with this new position that individual can take on the responsibility to reach out to them before they get to us.

Ms. Bonelli asked how many employees are at the Tourism Office.

Mr. Gross replied that this will be the sixth position

Ms. Tautel commented that it was previously discussed part-time versus full-time positions for the Tourism Office. Should they consider maybe a full-time position because this is not just a 9 to 5 job. She recalled when they met with the film office they mentioned receiving a phone call at 10:00 o'clock at night from a major production asking for locations.

Mr. Porr responded that they have plenty of people who can handle those types of inquiries. If it is not the person they hire, it could be Ms. Dana, it could be Ms. Kistner or even himself.

Motion carried. All in favor.

Mr. Faggione moved the request to create
(4) four Skilled Laborer, Grade 8 positions,
seconded by Ms. Tautel.

Mr. Brooks stated that these four employees do great work and are jack of all trades, they do it all so with the help of Human Resources, they conducted a desk audit on these four individuals.

Mr. Gross explained that it was recommended that they fill the three positions that are on the books and upgrade the remaining four.

Mr. Benton inquired about the job description and if these individuals have their D.E.C. license for the pesticide applications.

Mr. Brooks replied, yes, they do.

Motion carried. All in favor.

Mr. Fggione moved the request to create
(4) part-time Park Attendant, Grade 5
positions, seconded by Ms. Stegenga.

Mr. Brooks explained that Parks has many seasonal positions that are employed throughout the year and after speaking with Mr. Amodio and the staff, they have some employees that are seasonal and would love to continue on a full-time basis. The attrition rate for seasonals is high and they need to train and retrain new staff so it is a downfall for productivity. There are four people that are willing to work annually which is 19 hours per week to help with all of the projects.

Motion carried. All in favor.

Mr. Faggione moved request to reallocate Legislative Counsel from Grade 26 to Grade 28, seconded by Mr. Ruskiewicz.

Mr. Gross explained that a desk audit was conducted at the request of Chairman Brescia and the employee. The position has not been reviewed since 2004. With the changes that have been made in other legal departments in the county, specifically the County Attorney's Office and the District Attorney, this position fits in as a Grade 28. This is one branch of government with one employee handling all the legal concerns. It makes sense for the Legislature to have the same grade and authority as the other departments in the county. Legislative Counsel represents and provides advice to all members of the Legislature, drafts legislation, handles policy and fiscal impacts, confidential legal opinions and research.

Chairman Brescia commented that the duties of that position have changed substantially since 2004. Ms. Reed has been involved in many matters.

Mr. Vero stated that the responsibility is growing for Ms. Reed with the additional committees we have. Any time there are questions, she gets back to legislators promptly.

Mr. Lujan appreciates that Ms. Reed has an open-door policy and she is very helpful.

Motion carried. All in favor.

On the motion of Mr. Lujan, seconded by Ms. Tautel, the meeting adjourned at 3:51 p.m.