

**PERSONNEL AND COMPENSATION COMMITTEE
MINUTES**

**MONDAY, AUGUST 20, 2018
3:30 P.M.**

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

ALSO

PRESENT: L. Stephen Brescia, Chairman
Barry J. Cheney, Legislator
Kevindaryan Lujan, Legislator
Antoinette Reed, Legislative Counsel
Steven M. Neuhaus, County Executive
Harry Porr, Director of Operations
Justin Rodriguez, Assistant to the County Executive, Director of Communications
Steve M. Gross, Commissioner of Human Resources
Darcie Miller, Commissioner of Social Services and Mental Health
Carl E. DuBois, Sheriff
Kenneth T. Jones, Undersheriff
Anthony Weed, Assistant Undersheriff
Capt. Anthony Mele, Acting Corrections Administrator
Laurence LaDue, Administrator, Valley View Center
Travis Ewald, Deputy Commissioner, Dept. of Public Works/Engineering Division
Deborah Slesinski, Deputy Budget Director

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. Sierra who was absent.

The first item on the agenda was a request to confirm the appointment of Harold Porr as Deputy County Executive of Orange County.

Mr. Sassi moved the request to confirm the
appointment of Harold Porr as Deputy County
Executive, seconded by Ms. Stegenga.

County Executive Neuhaus stated that last week Wayne Booth, Deputy County Executive informed him he will be retiring after 30 years in the system. He stated that it was with a heavy heart to announce Wayne Booth will be leaving in February 2019. To have continuity, he would like to begin the transition and he appointed Harry Porr, effective today, as Deputy County Executive. The two of them will flip roles, Mr. Booth will now be Director of Operations and Mr. Porr will be the Deputy County Executive.

Motion carried. All in favor.

Mr. Sassi moved the request for increases to the hourly wage of per-diem Deputy Sheriffs and per-diem Correction Officers, seconded by Ms. Stegenga.

Sheriff DuBois stated they have not had an increase since 2010.

Chairman Vero asked if they were having a hard time recruiting people at the lower rate.

Undersheriff Jones confirmed that was correct.

Ms. Tautel asked what the comparisons were in other departments.

Undersheriff Jones stated that they looked at police officers in Orange County who range from \$25.00 to \$27.50 per hour for part-time police. Not all police departments are allowed to have part-timers per their collective bargaining units.

Motion carried. All in favor.

Mr. Faggione moved the request to create one (1) full-time Range Supervisor and three (3) part-time Assistant Range Supervisors, seconded by Mr. Ruskiewicz.

Sheriff DuBois stated that they built a fire training facility and Homeland Security will be a partner there. Similar to the Fire Training Center, they have assets there that need to be protected so they need security.

Undersheriff Jones added that this is the second range and they need to be ready by January 1, 2019. They would like to start with one full time Range Supervisor and three part-time employees. They would like the Range Supervisor to start mid to late October and then depending on the activity at the range will be, they will start the part-timers.

Undersheriff Jones stated that it was expressed by the County Executive's Office and members of the Legislature to open the range to local police officers. They are trying to establish a system and a rate for that.

Ms. Tautel commented on the salary range and thought they should consider part-time range staff. She added that with the agreement with Homeland Security, they plan to bring in their own staff.

Undersheriff Jones explained that certain training is required to hold the position even if you are not on the range training, they would be supervising other trainers, it was not an administrative support position.

Ms. Stegenga asked if there was a time frame as to when they plan on opening the range up to local police.

Undersheriff Jones announced that Spring of 2019, when they are qualified they will be prepared and ready. Once they get the positions in they can start booking for next year.

Ms. Stegenga asked why they excluded Correction Officers as Fire Arm Instructors.

Sheriff DuBois replied that he did not think they did.

Ms. Stegenga read the job specifications.

Both Sheriff DuBois and Undersheriff Jones commented that they did not have an issue with including Correction Officers and were hopeful to open it up to as many possibilities as they could when they drafted the specifications.

Commissioner Gross stated that if the Sheriff and Undersheriff supported that then they can make that adjustment in the job description.

Mr. Faggione stated that a full-time position would offer continuity and perhaps the three part-time positions will not be necessary.

Sheriff DuBois replied that nothing was set in stone and it was a starting point.

Undersheriff Jones stated that they originally requested two full time positions because one person will need to take time off. They need to be professional and the alternative would be to use correction officers or deputies but that would be expensive.

Ms. Tautel asked if they looked at the salary of a grade 20 versus grade 21 and maybe two part-timers since this was just a starting point. She commented that this might be setting the bar too high.

Mr. Ruskiewicz confirmed the current range was used by the Sheriff's Office and Probation Department. Once the new range is up and running and the other agencies come in it will require additional management and Undersheriff Jones confirmed he was correct.

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

Ms. Stegenga moved request to reclassify one (1) Senior Secretary & Administrative Assistant, Grade 10 to Executive Secretary & Administrative Assistant, Grade 11, seconded by Mr. Sassi.

Ms. Miller explained that this position reports directly to her and Deputy Commissioner. It was the individual's request to have a desk audit done and it was deemed appropriate to change the position from a grade 10 to grade 11.

Motion carried. All in favor.

Mr. Sassi moved the request to create one (1) Assistant Highway Supervisor, Grade 10, seconded by Mr. Benton.

Mr. Ewald stated that they plan to defund the EEO1 position which is vacant due to a retirement and put towards this position. They would like to hire within.

Motion carried. All in favor.

Mr. Sassi moved the request to reclassify a Desktop Technician Assistant, Grade 9 to Desktop Technician (RHCF), Grade 13, seconded by Ms. Stegenga.

Mr. LaDue explained that there was a desk audit by the Human Resources Department and it was recommend the position be upgraded. This person handles anything to do with computers. She is basically their IT person at Valley View and maintains the facilities' electronic medical records software.

On the motion of Mr. Benton, seconded by Mr. Ruszkiewicz, the meeting adjourned at 4:26 p.m.