



**PERSONNEL COMMITTEE**

**May 3, 2012– 9:15 A.M.**

**Personnel Committee Members**

**Ira Steingart, Chair  
Gene Benson, Vice Chair  
Kathy LaBuda  
Kitty Vetter  
Cindy Kurpil Gieger**

**AGENDA**

**DISCUSSION: None**

**REPORTS:**

- 1. Human Rights – Monthly Report**

**DEPARTMENTS:**

- 1. Personnel**
- 2. Risk Management and Insurance**

**RESOLUTIONS:**

- 1. To retain Coughlin and Gerhart, LLP to represent the County of Sullivan to handle certain matters.**
- 2. For a Professional Services Consultant contract between Sullivan County Adult Care Center and Joan Muino, LCSW.**
- 3. To create five (5) temporary positions in the Sullivan County Sheriff's Office.**

**PUBLIC COMMENT:**

**RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY PERSONNEL COMMITTEE TO  
RETAIN COUGHLIN AND GERHART, LLP TO REPRESENT THE COUNTY OF  
SULLIVAN**

**WHEREAS**, Coughlin and Gerhart, LLP, labor specialists, were retained by the County of Sullivan (“County”) from 2008-2012 to represent the County on labor issues, and

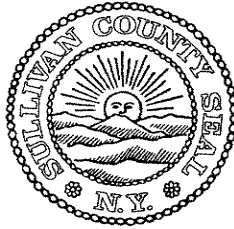
**WHEREAS**, Coughlin and Gerhart, LLP were handling certain matters for the County, which the County Manager, Director of Human Resources and the County Attorney have recommended continued to be handled by Coughlin and Gerhart, LLP and not transferred to new Labor counsel, and

**WHEREAS**, Coughlin and Gerhart, LLP have agreed to represent the County in such matters as were designated by the County Manager and County Attorney and the legal fees for same shall not exceed \$15,000.00.

**NOW THEREFORE BE IT RESOLVED**, that the County Manager and the County Attorney are hereby authorized to execute a Retainer Agreement with Coughlin and Gerhart, LLP in an amount not to exceed \$15,000.00 to continue to represent the County in the aforesaid designated matters.

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_  
**and adopted on motion** \_\_\_\_\_ 2012

**COUNTY OF SULLIVAN**



**LEGISLATIVE MEMORANDUM**

TO: Health and Family Services Committee  
 FROM: Catherine Rauschendorfer  
 TITLE: Administrator  
 DEPARTMENT: Adult Care Center

**COMMITTEE WITH JURISDICTION**

Check all that apply

<input type="checkbox"/>	Community Development & Planning	<input type="checkbox"/>	Public Safety	<input type="checkbox"/>	Real Property
<input type="checkbox"/>	Financial Management	<input type="checkbox"/>	Executive Committee	<input type="checkbox"/>	General Services
<input type="checkbox"/>	Public Works	X	Health & Family Services	<input type="checkbox"/>	Veterans
<input type="checkbox"/>	Personnel	<input type="checkbox"/>		<input type="checkbox"/>	

SUBJECT OF RESOLUTION: Contract to provide social work services

PURPOSE OF RESOLUTION: To enter into a contract with Joan Muino, LCSW for period of 5/18/12-7/12/12

DATE OF FIRST SUBMISSION: 5/2/12

BRIEF DESCRIPTION: to provide social work services to the residents of the Adult Care Center as required by regulation

Mandated

Budgeted

Budget Revision Necessary

**FINANCIAL IMPACT**

Balance of

Projection	YR1	YR2	YR3	Y4
County Cost	51			
State Funds	461			
Federal Funds	4096			
Private Pay Other	512			
<b>Total</b>	<b>5120</b>			

If NONE check here:

**RESOLUTION NO.            INTRODUCED BY PERSONNEL COMMITTEE FOR A  
PROFESSIONAL SERVICE CONSULTANT CONTRACT BETWEEN SULLIVAN  
COUNTY ADULT CARE CENTER AND JOAN MUINO, LCSW**

**WHEREAS**, the Adult Care Center is required to provide licensed social work services;  
and

**WHEREAS**, Joan Muino, LCSW, is qualified, available and willing to provide these  
services to the residents of the Adult Care Center and registrants of the Adult Day Care Program,  
and

**WHEREAS**, this contract will begin 05/18/2012 and will expire 07/12/2012 and may be  
terminated by either party with 30 days written notice, and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to  
enter into contract with Joan Muino, LCSW, to provide social work consulting services to the  
residents/registrants of the Adult Care Center at a cost of \$32.00 per hour for 20 hours per week. The total  
cost of the contract will not exceed \$5,120; and

**BE IT FURTHER RESOLVED**, that the form of said contract be approved by the  
Sullivan County Department of Law.

**Moved by \_\_\_\_\_ ,  
Seconded by \_\_\_\_\_ ,  
and adopted on motion \_\_\_\_\_ , 2012**

**RESOLUTION INTRODUCED BY THE PERSONEL COMMITTEE TO CREATE FIVE (5) TEMPORARY POSITIONS IN THE SULLIVAN COUNTY SHERIFF'S OFFICE**

**WHEREAS**, the Sheriff has requested that five (5) temporary Deputy Sheriff positions be created in the Sheriff's Office, and

**WHEREAS**, in order to meet the staffing needs of the Sullivan County Sheriff's Office, it is the wish of the Sullivan County Sheriff to create five (5) temporary Deputy Sheriff positions, and

**WHEREAS**, these temporary Deputy Sheriffs will be employed for a time period not to exceed ninety (90) days, commencing June 4, 2012 and expiring 90 days thereafter, or commencing at a later date and expiring no later than October 12, 2012.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the creation of (5) Temporary Deputy Sheriff positions in the Sheriff's Office for the temporary staffing needs of the Sullivan County Sheriff's Office, and

**BE IT FURTHER RESOLVED** that these five (5) Temporary Deputy Sheriff positions shall be effective on June 4, 2012, and shall be hereby abolished 90 days thereafter or commencing at a later date and expiring no later than October 12, 2012, and

**BE IT FURTHER RESOLVED** that the Sheriff is hereby authorized to fill three (3) of the five (5) temporary Deputy Sheriff positions, and the Sheriff shall obtain the authorization of the County Manager and the Chairman of the County Legislature prior to offering employment or filling the remaining Temporary Deputy Sheriff position.