



PERSONNEL COMMITTEE

May 2, 2013– 9:00 A.M.

Personnel Committee Members

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

AGENDA

DISCUSSION:

- 1. Sheriff's Road Patrol- 90 Day Temporary Positions/Additional Overtime Appropriation**

REPORTS:

1. Human Rights – Monthly Report

DEPARTMENTS:

1. Personnel
2. Risk Management and Insurance

RESOLUTIONS:

- 1. To create one (1) new position in the Center for Workforce Development. (Additional Youth Internship Position)**

PUBLIC COMMENT:

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Laura Quigley

Re: Request for Consideration of a Resolution: Create additional Youth Intern position

Date: April 17, 2013

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To create one (1) additional Youth Intern position for the Sullivan Renaissance Youth Internship Program to meet a program need.

Is subject of Resolution mandated? Explain:

No. This is a grant from the Gerry Foundation.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$2,540.00

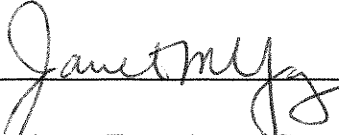
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: Gerry Foundation

Estimated Cost Breakdown by Source:

County	<u>\$0.00</u>	Grant(s)	<u>\$2,540.00</u>
State	<u>\$0.00</u>	Other	<u>\$0.00</u>
Federal Government	<u>\$0.00</u>	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2 and 3.

Request for Authority to Enter into Contract with [_____] of
[_____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not applicable to procurement

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: Judy Jones Date 4/26/13
- B. Management and Budget: Janet M. Yung Date 4/26/13
- C. Law Department: Thomas J. Cowley Date 4/26/13
- D. County Manager: John P. Pott Date 4/26/13
- E. Other as Required: _____ Date _____

Vetted in Personnel Committee on 5/2/13

Resolution No. _____

RESOLUTION INTRODUCED BY THE PERSONNEL COMMITTEE

**RESOLUTION TO CREATE ONE (1) NEW POSITION IN THE CENTER FOR
WORKFORCE DEVELOPMENT**

WHEREAS, Center for Workforce Development has been awarded grant monies through The Gerry Foundation to oversee the administration of the youth interns for the Sullivan Renaissance Gardening Internship Program, and

WHEREAS, the Sullivan Renaissance Gardening Internship Program operates from May 15, 2013 through August 31, 2013, and

WHEREAS, the Center for Workforce Development currently has fifteen (15) Youth Internship positions at \$10/ hour and the program is expanding to accommodate sixteen (16) interns at \$10/hour.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of the additional Youth Internship position for the Center for Workforce Development.

BE IT FURTHER RESOLVED, that all sixteen (16) positions will be eliminated when the funding ceases to exist.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2013.