STEUBEN COUNTY ADMINISTRATION COMMITTEE
Tuesday, June 8, 2021
9:00 a.m.
Legislative Chambers, 3rd Floor, Annex Building, Bath, New York,
with the public and media able to attend via Zoom teleconference.

The Teleconference can be accessed at:
https://steubencountynygov.zoom.us/j/94293656906?pwd=MWd3TWg1dCtYdUVPS0ljauVqUGg5Zz09
Or by dialing +1 646 558 8656 US (New York)
Meeting ID: 942 9365 6906
Password: 29646202

**AMENDED AGENDA**

I. CALL TO ORDER

II. APPROVAL OF MINUTES – May 11, 2021, May 24, 2021 and May 24, 2021

III. GRIEVANCES

IV. DEPARTMENT REQUESTS
A. Risk Manager (Scott Sprague)
   1. Approval to Add Wayland Joint Fire District to Steuben County Workers’ Compensation Plan

B. Law Department (Jennifer Prossick)
   1. Administrative Code Amendment Re: Standard Contract Language

C. Personnel (Nate Alderman/Jennifer DeMonstoy)
   1. Salary Adjustments – District Attorney’s Office
      • Assistant District Attorney Anna Ciesla – Grade H (Step 3 - $63,972)
      • Senior Assistant District Attorney Marty Anderson – Grade I (Step 11 – $89,376)
   2. Reclassification – Office of Emergency Services
      a. Reclassify One (1) Senior Typist Position, Grade VI ($28,442 - $40,151) to a Senior Account Clerk-Typist Position, Grade X ($33,749 - $47,644)
   3. Reclassification – E-911
      a. Reclassify One (1) Supervising Dispatcher Position, Grade XII ($42,547 - $54,176) to New Operations Manager Position, Grade XIII
   4. Reclassification – Office for the Aging
      a. Reclassify One (1) Aging Services Aide Position, Grade V ($27,283 - $38,518) to a Social Welfare Examiner Position, Grade VIII ($30,909 - $43,637)
   5. Reclassification – Public Health
      a. Fund and Reclassify One (1) Zero-Based Account Clerk-Typist Position, Grade VI ($28,442 - $40,151) to a Senior Typist, Grade VI ($28,442 - $40,151)
   6. Request to Modify the Management Salary Plan to Include the Title of Senior Account Clerk-Typist, Grade D ($39,270 - $61,402)
   7. Request to Renew Contract with Catalog & Commerce Solutions, LLC for the Personnel/Civil Service Software System.
   8. Residency Requirement for Steuben County Deputy Sheriff
   9. Residency Requirement for Steuben County Peace Officers

D. County Manager (Jack Wheeler)
   1. RFP Award – Employee Engagement

V. OTHER BUSINESS

VI. ADJOURNMENT

Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4th Monday of each month at 10:00 a.m., unless otherwise noted on the Legislative Calendar. If you have an issue you wish to discuss with a Standing Committee, you must receive the permission of the Chairman of the Standing Committee prior to that meeting and be placed on the agenda.

If you have a disability and need accommodations, please call the Clerk of the Legislature’s Office at (607) 664-2247 at least 48 hours prior to the scheduled meeting to advise what accommodations will be necessary.