



**Sullivan County**  
**Human Resources Committee**  
**Meeting Agenda - Final**

100 North Street  
Monticello, NY 12701

Chairman Amanda Ward  
Vice Chairman Luis Alvarez  
Committee Member Brian McPhillips  
Committee Member Catherine Scott  
Committee Member Joseph Perrello

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**Thursday, January 15, 2026**

**9:00 AM**

**Government Center**

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**Call To Order and Pledge of Allegiance**

**Roll Call**

**Comments:**

**Reports:**

**1. Division of Human Resources**

**Discussion:**

**Public Comment**

**Resolutions:**

1. RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE RATIFYING A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF SULLIVAN AND SULLIVAN COUNTY SHERIFF AND THE CIVIL SERVICE EMPLOYERS ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO SULLIVAN COUNTY SHERIFF'S OFFICE JAIL UNIT, SULLIVAN COUNTY LOCAL 853, AND AUTHORIZING THE COUNTY MANAGER TO EXECUTE SAID AGREEMENT.

[\*\*ID-8034\*\*](#)

**Attachments:** [CSEA MOA, Fully Executed, 2025-2029](#)

**Adjourn**

# Sullivan County

## Legislative Memorandum

**File #:** ID-8034

**Agenda Date:** 1/15/2026

**Agenda #:** 1.

**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE RATIFYING A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF SULLIVAN AND SULLIVAN COUNTY SHERIFF AND THE CIVIL SERVICE EMPLOYERS ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO SULLIVAN COUNTY SHERIFF'S OFFICE JAIL UNIT, SULLIVAN COUNTY LOCAL 853, AND AUTHORIZING THE COUNTY MANAGER TO EXECUTE SAID AGREEMENT.**

**If Resolution requires expenditure of County Funds, provide the following information:**

**Amount to be authorized by Resolution:** Click or tap here to enter text.

**Are funds already budgeted?** Choose an item.

**If 'Yes,' specify appropriation code(s):** Click or tap here to enter text.

**If 'No,' specify proposed source of funds:** Click or tap here to enter text.

**Specify Compliance with Procurement Procedures:**

**WHEREAS,** the collective bargaining agreement between the County of Sullivan and the Civil Service Employers Association, Local 1000, AFSCME, AFL-CIO Sullivan County Sheriff's Office Jail Unit, Sullivan County Local 853 (hereinafter "CSEA") expires on December 31, 2025;

**WHEREAS,** negotiations conducted pursuant to the provisions of Article 14 of the New York State Civil Service Law (Public Employees Fair Employment Act) have resulted in a Memorandum of Agreement for calendar year 2025 through 2029, attached hereto and made a part hereof; and

**WHEREAS,** the employees represented by CSEA have voted and ratified the terms and conditions of employment, as set forth in the aforementioned Memorandum of Agreement.

**NOW, THEREFORE, BE IT RESOLVED,** that the terms and conditions of employment of employees represented by CSEA, as set forth in the Memorandum of Agreement attached hereto and made a part hereof, be and hereby are ratified, in recognition of the ratification by CSEA; and

**BE IT FUTHER RESOLVED,** the County Manager is hereby authorized to execute an Agreement incorporating the terms and conditions of employment in accordance with the Memorandum of Agreement, said Collective Bargaining Agreement to be in such form as the County Attorney shall approve.

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**MEMORANDUM OF AGREEMENT**

***By and Between the***

***County of Sullivan and Sullivan County Sheriff  
(hereinafter referred to as "County" or "Employer")***

***and the***

***Civil Service Employees' Association, Inc.,  
Local 1000, American Federation of State, County and Municipal Employees, AFL-CIO  
Sheriff's Office Jail Unit  
Sullivan County Local 853  
(hereinafter referred to as the "CSEA" or "Union")***

**WHEREAS**, the County, and the Union are parties to a Collective Bargaining Agreement for the term January 1, 2013 through December 31, 2025; and

**WHEREAS**, the County and the Union have been engaged in collective bargaining, which has led to a mutual understanding between the County and the Union for the terms and conditions of employment for a Successor Agreement; and

**WHEREAS**, the County and the Union are desirous of reducing that mutual understanding to a written document.

**NOW, THEREFORE**, the County and the Union agree as follows:

1. All terms and conditions of the existing Collective Bargaining Agreement shall continue in full force and effect unless specifically modified by this Memorandum of Agreement and/or the terms of the expired Agreement.
2. The parties agree that obsolete language will be deleted by agreement in a Successor Collective Bargaining Agreement.
3. This Memorandum of Agreement is subject to ratification by the membership of the Union and by the County Legislature of the County of Sullivan.

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4. The attached wage schedules for 2026 through 2029 will replace the existing wage schedules appended to the Collective Bargaining Agreement.

5. **Section 303.a., Special Compensation**, shall be amended to read as follows:

a. An employee who is required as part of such employee's position to be and is certified in the following assignments shall be paid in addition to such employee's salary the sum of \$1,000.00:

Certified Firearms Instructor, Field Training Officer (in the event that one is developed), Defensive Tactic Instructor, Grievance Coordinator(s), Discipline Officer(s), Emergency Service Unit.

No employee can receive more than two (2) stipends without the approval of the Sheriff and the County Manager. In addition, employees certified to the SERT Team (not to exceed 17) will also receive the \$1,000.00 stipend.

6. **Section 303.b.** shall be amended to provide that the Notary stipend shall be increased to \$1,000.00.

7. Amend **Section 1301** to delete Election Day and add Juneteenth and add the following language:

At the County's option, with notice to CSEA and bargaining unit members no later than October 1<sup>st</sup> of the year prior to the change, the current Holiday Schedule may be replaced with the following:

1301. The following days shall be allowed as days off with pay: New Year's Day, Dr. Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, Veteran's Day and Columbus Day.

In addition, employees will receive two (2) Floating Holidays per year which must be used prior to using vacation leave.

Correction Officers accrue holiday time pursuant to Section 1303.

8. **Section 1408** shall be amended to add "holiday and compensatory" and read as follows:

1408. The Sheriff has full authority with regard to the granting of said vacation, holiday and compensatory accruals; a calendar for vacation weeks will be posted by October 1; employees shall choose vacation, holiday and compensatory time off requests by seniority (SGT/CPL on one calendar

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and COs on a second calendar) by November 1; thereafter on or after December 1 employees may choose without regard to seniority provided the Sheriff shall have at least 30 days prior notice of such request.

9. **Section 1501** shall be amended to give an extra bereavement day for spouse, parent, or child and read as follows:

1501. In the event of death of any employee's spouse, parent, or child, the employee shall be granted four (4) working days leave of absence with pay. In the event of death of any employee's sister or brother, grandparents, grandchildren or in-laws, or any relative who resides in the household of the employee, the employee shall be granted three (3) working days leave of absence with pay. Up to two (2) additional days may be approved by the Sheriff in cases of long-distance travel or unusual circumstances.

10. Modify **Article 20, Health Insurance**, shall be amended by incorporating the terms of the Anthem Memorandum of Agreement which the parties agreed to in October 2024. In addition, paragraph c (4) of the current Agreement for employees hired after 11/21/22 that references 145 days of accumulated sick leave shall be modified by replacing 145 days of sick leave with 100 days of sick leave to qualify for retiree health insurance.

11. **Section 2102, paragraph a** shall be amended to change 10 working days to 20 working days and add that only CSEA may process the grievance to arbitration and read as follows:

a. Either party to the disagreement shall give written notice to the other of desire to arbitrate. Written notice of the desire to arbitrate shall be made within twenty (20) working days of receipt of the determination of the County Manager. Only CSEA may process a grievance to arbitration on behalf of its member(s). A bargaining unit member may not process a grievance to arbitration.

12. **Section 2106** shall be amended to allow electronic processing for all grievance steps and read as follows:

2106. An additional three days shall be added to each step of the procedure for mailing purposes. However, any step within the process may be electronically submitted.

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13. **Section 2304** shall be amended by adding the following:

In addition, the employer will allow up to one unit member, elected as a statewide CSEA Board representative, up to 10 days of leave per year, with pay, to attend statewide CSEA Board meetings, provided that CSEA reimburses the employer for the salary paid to said unit member.

14. **Section 2905** a and b shall be amended to add \$600 to the uniform allowance and read as follows:

**2905. UNIFORMS:**

a. The Employer shall for full uniform employees pay the cost of the initial uniform purchase and thereafter, except as hereinafter provided; the County shall pay to full uniform employees-during each year of this Agreement the sum of \$1,800.00 and to plain clothes employees during each year of this Agreement the sum of \$1,800.00.

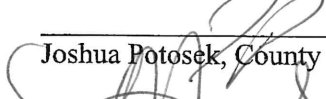
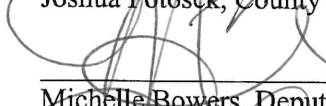
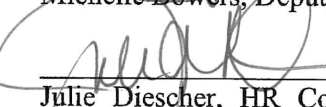
Payments shall be made semi-annually (half on or before January 31 and half on July 1, or the closest pay period thereto) with the understanding that employees will always be properly attired when on duty, provided, however, that in any year in which the Employer shall pay the entire cost of the initial uniform purchase, such employee shall be ineligible to receive the next succeeding semi-annual payment.

b. Uniform allowance for kitchen personnel required to wear uniforms shall be, \$1,800.00, payable in the months of May and November.

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IN WITNESS WHEREOF, the parties have hereunto set their hands and seals  
this \_\_\_\_\_ day of November, 2025.

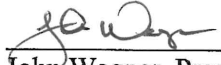

**COUNTY OF SULLIVAN**

By:  12/18/2025  
Joshua Potossek, County Manager  
By:  12/22/2025  
Michelle Bowers, Deputy County Manager  
By:  12/18/2025  
Julie Diescher, HR Commissioner

**SULLIVAN COUNTY SHERIFF**

By:  12/16/25  
Michael A. Schiff, Sheriff

**CIVIL SERVICE EMPLOYEES'  
ASSOCIATION, INC., LOCAL 1000,  
AMERICAN FEDERATION OF  
STATE, COUNTY AND MUNICIPAL  
EMPLOYEES, AFL-CIO, SHERIFF'S  
OFFICE JAIL UNIT, SULLIVAN  
COUNTY LOCAL 853**

By:  11/25/25  
John Wagner, President  
By:  11/25/25  
Howard Baul, Labor Relations Specialist

**CSEA CORRECTION OFFICERS**

2026 - Step Shift - 2025 Starting, Step1, Step 2, Step 3 go to Entry; Step 4 to Step 1; Step 5 to Step 2; Step 6 to Step 3; Step 7 to Step 4; Step 8 to Step 5; Step 9 to Step 6

2027 - a 3% increase across the entire schedule plus Step 8 at \$3,000

2028 - a 3% increase across the entire schedule

2029 - a 3% increase across the entire schedule

<b>CORRECTION OFFICERS AND CIVIL DEPUTY</b>	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>
<b>Entry</b>	\$61,089.00	\$ 62,922.00	\$ 64,810.00	\$ 66,754.00
<b>Step 1</b>	\$64,406.00	\$ 66,338.00	\$ 68,328.00	\$ 70,378.00
<b>Step 2</b>	\$67,406.00	\$ 69,428.00	\$ 71,511.00	\$ 73,656.00
<b>Step 3</b>	\$70,406.00	\$ 72,518.00	\$ 74,694.00	\$ 76,935.00
<b>Step 4</b>	\$73,406.00	\$ 75,608.00	\$ 77,876.00	\$ 80,212.00
<b>Step 5</b>	\$76,406.00	\$ 78,698.00	\$ 81,059.00	\$ 83,491.00
<b>Step 6</b>	\$79,406.00	\$ 81,788.00	\$ 84,242.00	\$ 86,769.00
<b>Step 7</b>	\$82,406.00	\$ 84,878.00	\$ 87,424.00	\$ 90,047.00
<b>Step 8</b>	N/A	\$ 87,878.00	\$ 90,514.00	\$ 93,229.00

<b>CORRECTION CORPORAL</b>				
2026 - 5% OVER HIGHEST CO				
2027 - 7% OVER HIGHEST CO				
2028 - 8% OVER HIGHEST CO				
2029 - 8% OVER HIGHEST CO	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>
	\$86,526.00	\$94,029.00	\$97,755.00	\$100,687.00

<b>CORRECTION SERGEANT</b>				
2026 - 5% OVER HIGHEST CO				
2027 - 7% OVER HIGHEST CO				
2028 - 8% OVER HIGHEST CO				
2029 - 8% OVER HIGHEST CO	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>
	\$90,852.00	\$100,611.00	\$105,575.00	\$108,742.00



<b>FOOD SERVICE</b>				
<b>2026 - a 3% Increase to entry level for and an additional 2% for each "Year" step listed.</b>				
<b>2027 - a 3% increase across the entire schedule plus \$750 added to Years 20 and 25</b>				
<b>2028 - a 3% increase across the entire schedule plus \$750 added to Years 20 and 25</b>				
<b>2029 - a 3% increase across the entire schedule plus \$1000 added to Years 20 and 25.</b>				
<b>Cook</b>	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>
<b><u>Entry</u></b>	\$48,368	\$49,819	\$51,314	\$52,853
<b><u>Year 1</u></b>	\$49,335	\$50,815	\$52,340	\$53,910
<b><u>Year 3</u></b>	\$50,322	\$51,831	\$53,387	\$54,988
<b><u>Year 5</u></b>	\$51,328	\$52,868	\$54,455	\$56,088
<b><u>Year 10</u></b>	\$52,355	\$53,925	\$55,544	\$57,210
<b><u>Year 15</u></b>	\$53,402	\$55,004	\$56,655	\$58,354
<b><u>Year 20</u></b>	\$54,470	\$56,104	\$57,788	\$59,521
<b><u>Year 25</u></b>	\$55,559	\$57,226	\$58,944	\$60,711
<b>Cook Manager</b>	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>
<b><u>Entry</u></b>	\$62,486	\$64,361	\$66,292	\$68,281
<b><u>Year 1</u></b>	\$63,736	\$65,648	\$67,618	\$69,647
<b><u>Year 3</u></b>	\$65,011	\$66,961	\$68,970	\$71,040
<b><u>Year 5</u></b>	\$66,311	\$68,300	\$70,349	\$72,461
<b><u>Year 10</u></b>	\$67,637	\$69,666	\$71,756	\$73,910
<b><u>Year 15</u></b>	\$68,990	\$71,059	\$73,191	\$75,388
<b><u>Year 20</u></b>	\$70,370	\$72,480	\$74,655	\$76,896
<b><u>Year 25</u></b>	\$71,777	\$73,930	\$76,148	\$78,434
<b>Food Service Helper</b>	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>
<b><u>Entry</u></b>	\$40,062	\$41,264	\$42,502	\$43,777
<b><u>Year 1</u></b>	\$40,863	\$42,089	\$43,352	\$44,653
<b><u>Year 3</u></b>	\$41,680	\$42,931	\$44,219	\$45,546
<b><u>Year 5</u></b>	\$42,514	\$43,790	\$45,103	\$46,457
<b><u>Year 10</u></b>	\$43,364	\$44,666	\$46,005	\$47,386
<b><u>Year 15</u></b>	\$44,231	\$45,559	\$46,925	\$48,334
<b><u>Year 20</u></b>	\$45,116	\$46,470	\$47,864	\$52,107
<b><u>Year 25</u></b>	\$46,018	\$47,399	\$48,821	\$53,149

\*Employee will receive Year 1 rate on Anniversary of hire date.

<b>CLERICAL</b>				
<b>2026 - a 3% Increase to entry level for and an additional 2% for each "Year" step listed.</b>				
<b>2027 - a 3% increase across the entire schedule plus \$750 added to Years 20 and 25</b>				
<b>2028 - a 3% increase across the entire schedule plus \$750 added to Years 20 and 25</b>				
<b>2029 - a 3% increase across the entire schedule plus \$1000 added to Years 20 and 25.</b>				
Account Clerk/Typist	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<u>Entry</u>	\$39,532	\$40,718	\$41,940	\$43,198
<u>Year 1</u>	\$40,323	\$41,532	\$42,779	\$44,062
<u>Year 3</u>	\$41,129	\$42,363	\$43,635	\$44,943
<u>Year 5</u>	\$41,952	\$43,210	\$44,508	\$45,842
<u>Year 10</u>	\$42,791	\$44,074	\$45,398	\$46,759
<u>Year 15</u>	\$43,647	\$44,955	\$46,306	\$47,694
<u>Year 20</u>	\$44,520	\$45,854	\$47,232	\$48,648
<u>Year 25</u>	\$45,410	\$46,771	\$48,177	\$49,621
SH Dept Accounts Payable Coordinator	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<u>Entry</u>	\$49,980	\$51,479	\$53,023	\$54,614
<u>Year 1</u>	\$50,980	\$52,509	\$54,083	\$55,706
<u>Year 3</u>	\$52,000	\$53,559	\$55,165	\$56,820
<u>Year 5</u>	\$53,040	\$54,630	\$56,268	\$57,956
<u>Year 10</u>	\$54,101	\$55,723	\$57,393	\$59,115
<u>Year 15</u>	\$55,183	\$56,837	\$58,541	\$60,297
<u>Year 20</u>	\$56,287	\$57,974	\$59,712	\$61,503
<u>Year 25</u>	\$57,413	\$59,133	\$60,906	\$62,733
Senior Account Clerk/Typist	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<u>Entry</u>	\$49,980	\$51,479	\$53,023	\$54,614
<u>Year 1</u>	\$50,980	\$52,509	\$54,083	\$55,706
<u>Year 3</u>	\$52,000	\$53,559	\$55,165	\$56,820
<u>Year 5</u>	\$53,040	\$54,630	\$56,268	\$57,956
<u>Year 10</u>	\$54,101	\$55,723	\$57,393	\$59,115
<u>Year 15</u>	\$55,183	\$56,837	\$58,541	\$60,297
<u>Year 20</u>	\$56,287	\$57,974	\$59,712	\$61,503
<u>Year 25</u>	\$57,413	\$59,133	\$60,906	\$62,733
Coordinator Medical Records and Billing	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<u>Entry</u>	\$49,980	\$51,479	\$53,023	\$54,614
<u>Year 1</u>	\$50,980	\$52,509	\$54,083	\$55,706
<u>Year 3</u>	\$52,000	\$53,559	\$55,165	\$56,820
<u>Year 5</u>	\$53,040	\$54,630	\$56,268	\$57,956
<u>Year 10</u>	\$54,101	\$55,723	\$57,393	\$59,115
<u>Year 15</u>	\$55,183	\$56,837	\$58,541	\$60,297
<u>Year 20</u>	\$56,287	\$57,974	\$59,712	\$61,503
<u>Year 25</u>	\$57,413	\$59,133	\$60,906	\$62,733

\*Employee will receive Year 1 rate on Anniversary of hire date.