



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

Thursday, April 11, 2024

8:30 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Division of Human Resources

Discussion:

Public Comment

Resolutions:

1. Create a Case Services Aide in the Department of Social Services [ID-6313](#)
2. Ratifying a Memorandum of Agreement between the County of Sullivan and the Sullivan County Teamsters Local 445, International Brotherhood of Teamsters Sullivan County Probation Department. [ID-6341](#)
Attachments: [DOC040124.pdf](#)
3. Increase entry salary for LPN position at the Care Center and Public Health Services [ID-6349](#)
Attachments: [Licensed Practical Nurse 2024 Teamsters Pay Rate](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6313

Agenda Date: 4/11/2024

Agenda #: 1.

Narrative of Resolution:

Create a Case Services Aide in the Department of Social Services

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

Amount to be authorized by Resolution: \$77,985.17

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

INTRODUCED BY HUMAN RESOURCES COMMITTEE TO CREATE A CASE SERVICES AIDE IN THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the Services Unit in the Department of Social Services (DSS) is responsible for providing services to the adults and children of Sullivan County to ensure safe and stable living conditions; and

WHEREAS, the Department of Social Services (DSS) Children’s Services Unit Case Services Aides assist Caseworkers and Senior Caseworkers in the day to day services for our clients; and

WHEREAS, the Commissioner of the Division of Health and Human Services has determined that there is a need to reinstate the Case Services Aide position that was abolished upon being vacated when the incumbent was promoted to the Child Advocacy Center Coordinator; and

WHEREAS, in the preparation of the 2024 budget, the Department of Social Services inadvertently requested abolishing both a caseworker and a case services aide position to fund the creation of the Child Advocacy Center Coordinator position when in the final analysis, due to its scope of duties, only the caseworker position needed to be abolished to fully fund the CAC Coordinator position.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of a Case Services Aide position, setting the salary pursuant to the CBA; and

BE IT FURTHER RESOLVED, the Commissioner of Health and Human Services is hereby authorized to fill this position immediately with a qualified candidate.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6341

Agenda Date: 4/11/2024

Agenda #: 2.

Narrative of Resolution:

Ratifying a Memorandum of Agreement between the County of Sullivan and the Sullivan County Teamsters Local 445, International Brotherhood of Teamsters Sullivan County Probation Department.

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

Amount to be authorized by Resolution: \$3,500

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

Click or tap here to enter text.

RESOLUTION INTRODUCED BY HUMAN RESOURCES COMMITTEE RATIFYING A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF SULLIVAN AND THE SULLIVAN COUNTY TEAMSTERS LOCAL 445, INTERNATIONAL BROTHERHOOD OF TEAMSTERS SULLIVAN COUNTY PROBATION DEPARTMENT

WHEREAS, the County of Sullivan (“County”) has negotiated a Collective Bargaining Agreement (“CBA”) with the Teamsters Local 445, International Brotherhood of Teamsters Sullivan County Probation Department (“Teamsters Probation”) for a term ending on December 31, 2025; and

WHEREAS, the parties desire to amend certain sections of the “CBA” having to do with stipends for duties members are performing outside of their job descriptions; and

WHEREAS, negotiations conducted pursuant to the provisions of Article 14 of the New York State Civil Service Law have resulted in a mutually agreed upon manner to address compensation for additional duties outside of their job description in the Memorandum of Understanding included as Attachment “A”.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute the aforementioned Memorandum of Understanding which shall be attached to the current “CBA” between the “County” and “Teamsters Probation” and be in such form as the County Attorney shall approve.

MEMORANDUM OF AGREEMENT

By and Between the

County of Sullivan
(hereinafter referred to as “County” or “Employer”)

and the

Teamsters Local 445,
International Brotherhood of Teamsters
Sullivan County Probation Department
(hereinafter referred to as the “Teamsters” or “Union”)

WHEREAS, the County and the Teamsters are parties to a Collective Bargaining Agreement for a term of January 1, 2021 through December 31, 2025; and

WHEREAS, the parties have engaged in discussions to address additional trainings and services provided by some members of the bargaining unit and have reached a resolution regarding additional compensation for those members; and

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

NOW THEREFORE, the County and the Teamsters 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. Add a new Section 311, which shall read as follows:

311. The Employer shall provide stipends in addition to regular compensation for employees who perform the following services in the following amounts:

Firearms Instructor - \$1,000 annually
Taser Instructor - \$1,000 annually
Chemical Agent Instructor - \$1,000 annually
Department Armor - \$500 annually

An employee may only receive one (1) of the above stipends per year. The number of individuals who shall receive the stipends shall be determined annually by the Probation Director, subject to the approval of the County Manager. The annual stipends shall be paid only to those individuals approved to receive such stipend during the given year by the Probation Director and the County Manager. The annual stipends shall be paid only to those individuals approved to receive such stipends during the given year. In the event an employee receiving a stipend discontinues performing the duties that make them eligible for a stipend, the employee will no longer be eligible for the remainder of the stipend.

3. This Memorandum of Agreement is subject to ratification by the membership of the Teamsters and by the County Legislature of the County of Sullivan.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this _____ day of April, 2024.

COUNTY OF SULLIVAN

By: _____
Joshua Potosek, County Manager

By: _____
Julie Diescher, Commissioner of Human Resources

By: _____
Robert Freehill, County Attorney

**TEAMSTERS LOCAL 445, INTERNATIONAL
BROTHERHOOD OF TEAMSTERS – SULLIVAN
COUNTY PROBATION DEPARTMENT**

By: _____
Tom O’Connell, Business Representative

By: _____



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6349

Agenda Date: 4/11/2024

Agenda #: 3.

Narrative of Resolution:

To increase the entry salary for the Licensed Practical Nurse position at the Care Center at Sunset Lake and Public Health Services to the full rate of \$47,306 on the Teamsters 445 Salary Schedule.

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

Amount to be authorized by Resolution: 47,306

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

WHEREAS, the Care Center at Sunset Lake and Public Health Services continue to maintain Licensed Practical Nurse vacancies; and

WHEREAS, the County has made an honest effort to continuously recruit and retain staff, the Care Center at Sunset Lake and Public Health Services remain in critical need to fill these vacancies to meet the County's obligations; and

WHEREAS, there is a need to increase the starting salary of the Licensed Practical Nurse position from the entry rate of \$44,941 to the full rate of \$47,306, and reduce the years of experience for starting pay differential from 19 years to 10 years, to allow the County to remain competitive and maintain the services provided through the Care Center at Sunset Lake and Public Health Services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the entry salary of the Licensed Practical Nurse position from the entry rate of \$44,941 to the full rate of \$47,306 on the Teamsters 445 Salary Schedule, and reduces the years of experience for starting pay differential from 19 years to 10 years, to be effective immediately.

GRADE VI-LPN TITLES AND PAY RATES

LICENSED PRACTICAL NURSE

		ANNUAL FULL TIME RATE											
		2020		2021		2022		2023		2024		2025	
		ENTRY	FULL	ENTRY	FULL	ENTRY	FULL	ENTRY	FULL	ENTRY	FULL	ENTRY	FULL
<19 YEARS	39,548	41,629	40,339	42,462	41,952	44,160	43,421	45,706	44,941	47,306	45,839	48,252	
	OVER 19 YRS	43,537	44,408	46,184	47,800	49,473	50,462						

		REGULAR PART TIME AND PART TIME ONLY HOURLY RATE (PART TIME ONLY REMAINS AT ENTRY RATE)											
		2020		2021		2022		2023		2024		2025	
		ENTRY	FULL	ENTRY	FULL	ENTRY	FULL	ENTRY	FULL	ENTRY	FULL	ENTRY	FULL
HOURS PER PAY PERIOD	20.2810	21,3482	20,6867	21,7754	21,5138	22,6462	22,2672	23,439	23,0467	24,2595	23,5072	24,7446	
	75 OVER 19 YRS	22,3267	22,7733	23,6841	24,5128	25,3708	25,8779						

		PER DIEM HOURLY RATE					
		2020	2021	2022	2023	2024	2025
75 <19 YEARS		19,1398	19,5228	20,3034	21,0143	21,7499	22,1848
75 OVER 19 YRS		20,0170	20,4175	21,2340	21,9770	22,7462	23,2009

		PER DIEM HOURLY RATE - CARE CENTER ONLY (110% OF FULL RATE - RESOL 268-21 AND MOA)					
		2020	2021	2022	2023	2024	2025
75 <19 YEARS		23,3931	23,8611	24,8153	25,6841	26,5832	27,1148
75 OVER 19 YRS		24,4652	24,9547	25,9527	26,8608	27,8009	28,3567