



Sullivan County
Human Resources Committee
Meeting Agenda - Final

100 North Street
Monticello, NY 12701

Chair Amanda Ward
Vice Chair Brian McPhillips
Committee Member Terry Blosser-Bernardo
Committee Member Catherine Scott
Committee Member Luis Alvarez

Thursday, August 13, 2026

9:00 AM

Government Center

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 TO RECLASSIFY A POSITION IN THE DEPARTMENT OF PLANNING [ID-8570](#)
2. TO AUTHORIZE PARTICIPATION IN THE SUNY SULLIVAN FEDERAL WORK-STUDY PROGRAM TO SUPPORT WORKFORCE DEVELOPMENT, TALENT PIPELINE DEVELOPMENT, AND CIVIC ENGAGEMENT [ID-8577](#)

Adjourn



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-8570

Agenda Date: 8/13/2026

Agenda #: 1.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO RECLASSIFY A POSITION IN THE DEPARTMENT OF PLANNING

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

Amount to be authorized by Resolution: \$0

Are funds already budgeted? Yes

If ‘Yes,’ specify appropriation code(s):

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

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO RECLASSIFY A POSITION IN THE DEPARTMENT OF PLANNING

WHEREAS, the Department of Planning has experienced a reduction in staffing due to the resignation of key personnel; and

WHEREAS, there is a need to address an existing shortage in capacity in order to maintain services provided to municipalities and the general public; and

WHEREAS, the Commissioner of Planning has worked with the Commissioner of Human Resources and the County Manager’s Office to identify a solution that maintains adequate capacity for services provided by the Department, while also reducing costs to the County; and

WHEREAS, the proposed staffing plan includes the reclassification of position #3493 from “Planner” to “Senior Planner” in order to recognize additional duties that current staff will be taking on in light of existing capacity shortages, as well as in furtherance of the Department’s efforts in succession planning, which requires authorization from the Sullivan County Legislature.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the reclassification of Position #3493 from “Planner” to “Senior Planner” to be filled immediately.

Sullivan County

Legislative Memorandum

File #: ID-8577

Agenda Date: 8/13/2026

Agenda #: 2.

Narrative of Resolution:

The purpose of this resolution is to authorize Sullivan County's participation in the SUNY Sullivan Federal Work-Study Program as a workforce development initiative designed to create meaningful experiential learning opportunities for students while supporting the County's long-term talent pipeline goals.

Through this partnership, Sullivan County will provide eligible SUNY Sullivan students with exposure to local government operations, public sector careers, and professional development opportunities while strengthening the connection between education and employment. The program supports Sullivan County's commitment to investing in workforce development, developing future public sector professionals, and creating pathways for individuals to explore careers within local government.

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

Amount to be authorized by Resolution: 0

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:

Click or tap here to enter text.

A RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO AUTHORIZE PARTICIPATION IN THE SUNY SULLIVAN FEDERAL WORK-STUDY PROGRAM TO SUPPORT WORKFORCE DEVELOPMENT, TALENT PIPELINE DEVELOPMENT, AND CIVIC ENGAGEMENT

WHEREAS, the Human Resources Committee recognizes the importance of developing innovative workforce strategies that support recruitment, career exploration, talent pipeline development, and long-term workforce sustainability for Sullivan County; and

WHEREAS, the Sullivan County Legislature recognizes that a strong workforce pipeline is essential to the continued success, sustainability, and effectiveness of County operations; and

WHEREAS, the Sullivan County Legislature is committed to developing partnerships that support recruitment, professional development, education, and future workforce opportunities; and

WHEREAS, the Human Resources Committee recognizes the value of creating opportunities that

introduce students to career pathways within public service and strengthen connections between educational institutions and employment opportunities; and

WHEREAS, Sullivan County recognizes that investing in education, experiential learning, and workforce development initiatives supports the County's ability to attract, develop, and retain future talent; and

WHEREAS, SUNY Sullivan administers a Federal Work-Study Program that provides eligible students with part-time educational employment opportunities related to their academic and career interests; and

WHEREAS, participation in the SUNY Sullivan Federal Work-Study Program will provide eligible students with meaningful experience in county government while supporting the mission and operations of the Sullivan County Legislature; and

WHEREAS, this partnership aligns with Sullivan County's commitment to workforce development by providing students with opportunities to develop professional competencies, understand the functions of local government, gain workplace experience, and explore future career pathways; and

WHEREAS, the Sullivan County Legislature recognizes the importance of ensuring that this experiential learning opportunity remains a nonpartisan educational experience focused on understanding local government operations, legislative processes, public service, and the role of government in the community; and

WHEREAS, the program shall support up to two (2) SUNY Sullivan Federal Work-Study students per academic term, with one Legislator from each political party assigned to each of the two students, solely for the purpose of providing balanced educational exposure to County government operations, legislative processes, and public service; and

WHEREAS, student placements shall be based upon Federal Work-Study eligibility, educational interests, scheduling availability, and the ability to provide a meaningful experiential learning opportunity; and

WHEREAS, participation and placement decisions shall not be based upon a student's political affiliation, beliefs, or participation in political activities; and

WHEREAS, students participating in the program will be recommended by SUNY Sullivan faculty, determined eligible for Federal Work-Study through the Free Application for Federal Student Aid (FAFSA), and approved by the Office of the Vice President of Academic and Student Affairs; and

WHEREAS, participating students will work approximately five (5) hours per week during the fall, winter, spring, or summer academic terms, as determined by SUNY Sullivan and the designated host Legislator; and

WHEREAS, participating students will be matched with a designated host Legislator from each of the two major political caucuses represented on the Sullivan County Legislature, who will serve as the student's primary point of contact and provide mentorship, guidance, and experiential learning opportunities; and

WHEREAS, the Federal Work-Study experience is intended to provide students with a broad understanding of County government operations and the legislative process, including opportunities to observe and engage with the work of the full Sullivan County Legislature and its members; and

WHEREAS, student responsibilities may include attending meetings with Sullivan County Legislators, including monthly legislative meetings; observing and participating in the functions of county government, including legislative operations, policy discussions, and budget oversight; completing administrative tasks; and performing other duties consistent with the educational objectives of the Federal Work-Study Program; and

WHEREAS, students participating in the program shall not engage in campaign activities, political fundraising, partisan advocacy, or any activity prohibited by applicable laws, regulations, or Federal Work-Study program requirements; and

WHEREAS, the Federal Work-Study Program is funded through federal financial aid administered by SUNY Sullivan, and participation in the program will not create a salary, benefit, or employment obligation for Sullivan County beyond any responsibilities expressly outlined in an applicable agreement between the parties; and

WHEREAS, participation in this program is intended to provide an educational and experiential learning opportunity for students while strengthening the partnership between Sullivan County and SUNY Sullivan and supporting the development of future public sector professionals;

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes participation in the SUNY Sullivan Federal Work-Study Program to support workforce development, talent pipeline development, civic engagement, and experiential learning opportunities for eligible SUNY Sullivan students; and

BE IT FURTHER RESOLVED, that student placements within the Sullivan County Legislature shall be coordinated through the Sullivan County Manager's Office in collaboration with Human Resources, SUNY Sullivan, the Chair of the Sullivan County Legislature, and designated host Legislators, with consideration given to student interests, educational goals, scheduling availability, operational needs, and the ability to provide a meaningful experiential learning opportunity; and

BE IT FURTHER RESOLVED, that the Chair of the Sullivan County Legislature and/or the Sullivan County Manager, or their respective designees, are hereby authorized to execute any agreements, forms, or documents necessary to facilitate participation in the SUNY Sullivan Federal Work-Study Program, subject to review and approval by the Sullivan County Attorney; and

BE IT FURTHER RESOLVED, that the Sullivan County Manager, or their designee, shall coordinate with Human Resources, SUNY Sullivan, designated host Legislators, and appropriate County departments to support successful implementation of the program and ensure alignment with Sullivan County's workforce development goals; and

BE IT FURTHER RESOLVED, that Human Resources, in coordination with the Sullivan County Manager's Office, shall review the program annually and assess participation, student experience, operational value, and opportunities for continued workforce pipeline development; and

BE IT FURTHER RESOLVED, that participation in this program shall not be construed as the creation of a County employment position, civil service position, or ongoing financial obligation of Sullivan County, and shall remain subject to the requirements and funding structure of the SUNY Sullivan Federal Work

-Study Program; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon its adoption.