



# Sullivan County

## Human Resources Committee

### Meeting Minutes - Final

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

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**Thursday, July 18, 2024**

**8:30 AM**

**Government Center**

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#### **Call To Order and Pledge of Allegiance**

Chair Ward called the Human Resources Committee Meeting to order at 8:39AM.

#### **Roll Call**

Matt McPhillips, Nicholas Salomone, Nadia Rajs  
Joshua Potossek, Michelle Huck, Robert Freehill, Dan Hust, Tom Cawley, Julie Diescher, Dylan Parks,  
Nancy Buck, Angela Chevalier, Lorne Green, Chris Knapp  
Star Hesse, Martha Scoppa, Sandra Oxford

**Present:** Amanda Ward, Luis Alvarez, Brian McPhillips and Catherine Scott

**Absent:** Joseph Perrello

#### **Comments:**

#### **Reports:**

Commissioner Julie Diescher gave an update on the Division of Human Resources.

#### **Discussion:**

1. Creating a DPW Mechanics Position for BOCES Graduate (From June)

There was a brief discussion about creating a position.

#### **Public Comment**

1. Sandra Oxford made a public comment.

#### **Resolutions:**

1. To Create an additional Physical Therapist Per Diem position at the Department of Public Health

[ID-6466](#)

A motion was made by District 5 Legislator Catherine Scott, seconded by District 3 Legislator Brian McPhillips, that this Resolution be carried at Committee as Amended to the County Legislature meeting on 7/25/2024. The motion carried by the following vote:

**Aye:** Chairman Ward, Vice Chairman Alvarez, District 3 Legislator McPhillips and District 5 Legislator Scott

**Absent:** District 7 Legislator Perrello

2. RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO ABOLISH ONE (1) AUTOMOTIVE EQUIPMENT ATTENDANT POSITION AND CREATE ONE (1) AUTOMOTIVE MECHANIC POSITION IN THE DIVISION OF PUBLIC WORKS

[ID-6550](#)

A motion was made by District 3 Legislator Brian McPhillips, seconded by Vice Chairman Luis Alvarez, that this Resolution be carried at Committee to the County Legislature meeting on 7/25/2024. The motion carried by the following vote:

**Aye:** Chairman Ward, Vice Chairman Alvarez, District 3 Legislator McPhillips and District 5 Legislator Scott

**Absent:** District 7 Legislator Perrello

3. To authorize a modification to extend the contract with Authentic Communication Matters for Leadership Development Training.

[ID-6551](#)

A motion was made by District 3 Legislator Brian McPhillips, seconded by District 5 Legislator Catherine Scott, that this Resolution be carried at Committee as Amended to the County Legislature meeting on 7/25/2024. The motion carried by the following vote:

**Aye:** Chairman Ward, Vice Chairman Alvarez, District 3 Legislator McPhillips and District 5 Legislator Scott

**Absent:** District 7 Legislator Perrello

4. Abolish one part time Laundry Worker position and create one full-time Laundry Worker position

[ID-6588](#)

A motion was made by District 3 Legislator Brian McPhillips, seconded by District 5 Legislator Catherine Scott, that this Resolution be carried at Committee to the County Legislature meeting on 7/25/2024. The motion carried by the following vote:

**Aye:** Chairman Ward, Vice Chairman Alvarez, District 3 Legislator McPhillips and District 5 Legislator Scott

**Absent:** District 7 Legislator Perrello

5. RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO ASSIGN A STIPEND TO THE YOUTH INTERNSHIP COORDINATOR TO TAKE ON THE ADDITIONAL DUTIES OF THE YOUTH SERVICES MANAGER

[ID-6604](#)

WHEREAS, the Office for the Aging oversees the Youth Services department that is staffed by a Youth Services Manager and a Youth Internship Coordinator, and

WHEREAS, currently the Youth Services Manager is on an extended leave, and

WHEREAS, the Youth Internship Coordinator has been covering the essential functions of the Youth Services Manager, a higher-level position, since April 8, 2024, and

WHEREAS, due to these additional duties taken on by the Youth Internship Coordinator, a stipend of \$2,811 is requested, and

WHEREAS, this stipend will bring compensation to the rate of the Youth Services Manager, and

WHEREAS, the stipend will cease when the Youth Services Manager returns to duty.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby assigns a stipend to the Youth Internship Coordinator in the amount of \$2,811 annually, paid bi-weekly, retroactive back to April 8, 2024 until the Youth Services Manager returns to duty.

6. To adopt a Professional Boundaries Policy for the County of Sullivan.

[ID-6566](#)

**Attachments:**     [Professional Boundaries FINAL.docx](#)

A motion was made by District 5 Legislator Catherine Scott, seconded by District 3 Legislator Brian McPhillips, that this Resolution be carried at Committee as Amended to the County Legislature meeting on 7/25/2024. The motion carried by the following vote:

**Aye:**                      Chairman Ward, Vice Chairman Alvarez, District 3 Legislator McPhillips and District 5 Legislator Scott

**Absent:**                  District 7 Legislator Perrello

## Adjourn

There being no further business, Catherine Scott moved to adjourn, seconded by Brian McPhillips. The Human Resources Committee adjourned at 9:50AM.