



# Sullivan County

## Human Resources Committee

### Meeting Agenda - Final

100 North Street  
Monticello, NY 12701

Chairman Alan J. Sorensen  
Vice Chairman Michael Brooks  
Committee Member Ira Steingart  
Committee Member Joseph Perrello  
Committee Member George Conklin

---

**Thursday, December 14, 2023**

**9:30 AM**

**Government Center**

---

**Call To Order and Pledge of Allegiance**

**Roll Call**

**Comments:**

**Reports:**

**1. Division of Human Resources**

**Discussion:**

**Public Comment**

**Resolutions:**

1. Authorize a Temporary Assistant Cook Position be reclassified to a full-time permanent Assistant Cook position at the Care Center

[ID-5946](#)

**Adjourn**



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5946

**Agenda Date:** 12/14/2023

**Agenda #:** 1.

**Narrative of Resolution:**

Authorize a Temporary Assistant Cook Position be reclassified to a full-time permanent Assistant Cook position at the Care Center

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

**Amount to be authorized by Resolution:** 0, funding from temporary position and vacancies

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY HUMAN RESOURCES COMMITTEE TO RECLASSIFY A TEMPORARY ASSISTANT COOK POSITION AT THE CARE CENTER AT SUNSET LAKE TO A FULL-TIME PERMANENT ASSISTANT COOK POSITION**

**WHEREAS,** Resolution 518-22 authorized the creation of a temporary Assistant Cook (pos#3549) at the Sullivan County Adult Care Center to cover a leave of absence.

**WHEREAS,** there are currently two full time permanent Assistant Cook positions, one part time Assistant Cook, one vacant per diem Assistant Cook and one temporary Assistant Cook (pos#3549). Two Cook positions are available but have been difficult to fill, leaving one vacant.

**WHEREAS,** it is the desire of the facility to convert the temporary Assistant Cook position (pos#3549) to a full-time permanent position, to cover the mandated three meals a day, seven days a week.

**NOW, THEREFORE, BE IT RESOLVED,** that position #3549 Assistant Cook at the Sullivan County Adult Care Center be converted to a full-time permanent position.