



Legislation Text

File #: ID-4564, **Version:** 1

Narrative of Resolution:

To create authorized position for one (1) part-time Senior Fiscal Administrative Officer in the Sullivan County Budget Office.

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

Amount to be authorized by Resolution: Not to exceed \$35,000.00; funded from vacancies

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY HUMAN RESOURCES COMMITTEE TO CREATE ONE (1) PART-TIME SENIOR FISCAL ADMINISTRATIVE OFFICER IN THE SULLIVAN COUNTY BUDGET OFFICE

WHEREAS, there is currently a Senior Fiscal Administrative Officer who has notified of their intention to retire effective May 31, 2022; and

WHEREAS, for succession planning purposes and to ensure successful training of a new incumbent, the retiring employee is willing to work on a part-time basis after retiring, to ensure a smooth transition; and

WHEREAS, the Commissioner of Human Resources/Personnel Officer and the Budget Director agree that a part-time position is in the best interest of County service, and, therefore request that one (1) part-time Senior Fiscal Administrative Officer be created in the Budget Office, and

WHEREAS, this position is needed to continue to assist in the training of a new employee and assist in completing duties that are time sensitive while the new employee is being trained.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Human Resources/Personnel Officer is hereby authorized to create and fill one (1) part-time Senior Fiscal Administrative Officer position, effective June 1, 2022 who shall be compensated at their current hourly rate, for one (1) year ending on May 31, 2023.

BE IT FURTHER RESOLVED, this position is a part-time position with no benefits, not to exceed 21 hours per week and the total cost of this part-time position shall not exceed \$35,000.