

## Legislation Text

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

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**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.