

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, March 13, 2018

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [February 13, 2018](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Purchasing (*Andy Morse*)

1. **Award of Bids**

- a. *Polyethylene Bags*
- b. *Custodial Paper Products*
- c. *Stationery Supplies*

2. **Renewal of GST BOCES Printing Contract**

B. Personnel (*Nathan Alderman/Jennifer DeMonstoy*)

1. **Transfer & Reclassification – Probation**

- a. *Transfer & Reclassify One (1) Zero Based Registered Professional Nurse Position, Grade XII (\$35,582 - \$50,235) from Public Health to Probation Assistant Position, Grade IX (\$30,975 - \$43,731)*

2. **Transfer & Reclassification – Sheriff's Office**

- a. *One (1) Deputy Sheriff Position, Grade XI (\$38,064 - \$59,000) to a Deputy Sheriff Corporal Position, Grade XII*
- b. *One (1) Zero Based Assistant Supervising Public Health Nurse Position, Grade XV from Public Health; and
One (1) Zero Based Staff Social Worker Position, Grade XV (\$40,201 - \$56,753) from Office of Community Services; and
One (1) Zero Based Senior Alcohol & Substance Abuse Counselor Position, Grade XVI (\$42,712 - \$60,297) from Office of Community Services; and
One (1) Zero Based Assistant Youth Program Administrator Position, Grade XVI (\$42,712 - \$60,297) from Youth Bureau to Four (4) Deputy Sheriff Positions, Grade XI (\$38,064 - \$59,000)*

C. County Manager (*Jack Wheeler*)

- 1. **Request to Set the Salary Above Mid-Point for 1st Assistant Public Defender**
- 2. **Authorization for RFP for Time Keeping System**

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADJOURNMENT

Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4th Monday of each month at 10:00 a.m., unless otherwise noted on the Legislative Calendar. If you have an issue you wish to discuss with a Standing Committee, you must receive the permission of the Chairman of the Standing Committee prior to that meeting and be placed on the agenda.

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at (607) 664-2247 at least 48 hours prior to the scheduled meeting to advise what accommodations will be necessary.