

**Personnel Committee Agenda**  
**July 10, 2025**  
**10:30 A.M.**

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- APPROVAL OF MINUTES FOR JUNE 5, 2025, COMMITTEE MEETINGS
  
- FINANCIAL
  - Benefits & Workers' Compensation
  - Monthly Departmental Budget Tracking
  
- OLD BUSINESS
  - None
  
- NEW BUSINESS
  - 2<sup>nd</sup> Quarter Exit Interviews (There were no Exit Interviews)
  - Department Heads and Management/Confidential Evaluations
  - Management/Confidential Salary Committee will meet, tentative date Thursday, 07/24/25.
  - Linda Parke will be attending the 2025 NYSPELRA 50<sup>th</sup> Annual Conference from July 7<sup>th</sup> through July 10<sup>th</sup> in Saratoga Springs, NY.
  - Report on 2026 Budget
  - Remote Work: Linda is the only one in Personnel who works remotely as needed.
  
- PERSONNEL
  - Head Count & Monthly Exam Reports – Kelly Quick
  
- RESOLUTIONS
  - Approve Salary Above Hiring Base Deputy Sheriff Position (Sheriff's Office)
  - Amend Employee Handbook: Section IV. Personnel Rules; Subsection c. Orientation/Exit Interviews/Recruitment/Retirement
  - Create (1) Full-Time Assistant Public Defender (Public Defender)
  - Reclassify Vacant Senior Clinical Social Worker Position (Mental Hygiene)
  - Authorize Reclassification of Data Officer to Paralegal (Public Defender)
  - Approval of Case Manager Position (Public Defender)
  - Approval of Case Manager Position (Treasurer's Office)
  - Authorize Appointment of Public Works Project Technician (Public Works)
  - Standard Workday and Reporting Resolution (Coroner)

- Authorize Appointment of Secretary to Commissioner of Public Works (Public Works)
  - Create and Fill Permanent, Full-Time Senior Clinical Social Worker (School/Community Based) Position (Mental Hygiene)
  - Standard Workday and Reporting Resolution (Corner)
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- PROCLAMATIONS – None
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- ADJOURNMENT