



WASHINGTON COUNTY BOARD OF SUPERVISORS

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*****For Information Only – Not a Legal Notice*****

MEMO

CLERK OF THE BOARD

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GRANVILLE

Matthew Hicks, Vice Chairman

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Brian Campbell

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Jay B. Skellie

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PUTNAM

John R. LaPointe

SALEM

Seth M. Pitts

WHITE CREEK

Robert E. Shay

WHITEHALL

George Armstrong

TO: Chairman of the Board
Members of the Personnel Committee:
Supervisors LaPointe, O'Brien, Shay, Suprenant, Pitts

FROM: Clerk of the Board

Chairman LaPointe has scheduled a **Personnel Committee** meeting for **Thursday, May 12, 2016 at 9:00 am** in the Board of Supervisors' Conference Room #1, B244A, 2nd Floor, County Office Building B, 383 Broadway, Fort Edward, New York.

The Agenda is as follows:

1. Call to Order
2. Accept Minutes – April 15, 2016
3. Department Staffing Requests/Staffing Pattern Changes:
 - A. Public Health
 - 1.) WIC Program Nutritionist – Backfill
 - 2.) WIC Program Coordinator - Backfill
 - B. Information Technology
 - 1.) Micro Computer Specialist – New Position Replacing Computer Programmer due to Retirement
 - C. Public Safety
 - 1.) Communications Officer – Backfill
 - D. Veterans' Services
 - 1.) Deputy Director – Backfill
 - E. Department of Social Services
 - 1.) Social Services Examiner – Backfill
 - F. Buildings & Grounds
 - 1.) Building Maintenance Helper - Backfill
 - G. DPW
 - 1.) Pavement Management Summer Intern – Backfill
 - 2.) Highway Worker I (10) Seasonal – Replacing Maintenance PT Help Title (4) Currently on Staffing Pattern
 - H. County Clerk/DMV
 - 1.) Motor Vehicle License Clerk PT (Seasonal)
 - I. Sewer District
 - 1.) Laborer (Seasonal)
 - J. Planning
 - 1.) Junior Planner (Grade 12 Recommended) – Replacing Planner Position Currently on Staffing Pattern
4. Other Business
5. Adjournment

*****Committee Members: Please notify this office if you are unable to attend.*****

DATE: May 6, 2016
Fort Edward, New York