



## WASHINGTON COUNTY BOARD OF SUPERVISORS

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### CLERK OF THE BOARD

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Samuel J. Hall, Chairman

### ARGYLE

Robert A. Henke, Vice Chairman

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Cassie Fedler

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Paul D. Ferguson

### EASTON

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### KINGSBURY

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## MEMO

TO: Chairman of the Board  
Members of the Personnel Committee:  
Supervisors Hicks, Ward, Campbell, Skellie, Clary

FROM: Clerk of the Board

Chairman Hicks has scheduled a **Personnel Committee** meeting for **Tuesday, March 10, 2020 at 10:00 AM** in the Board of Supervisors' Conference Room #1, B244A, 2<sup>nd</sup> Floor of County Office Building B, 383 Broadway, Fort Edward, New York.

The Agenda is as follows:

1. Call to Order
2. Accept Minutes – February 11, 2020
3. Department Staffing Requests/Staffing Pattern Changes:
  - A. County Attorney
    1. Secretary to County Attorney – Backfill – Overlap 2 Weeks  
**\*\*Staffing Pattern Change\*\***
    2. Safety Officer – Reclassify to Coordinator to Safety Officer  
**\*\*Staffing Pattern/Title by Grade/Exempt Salary Schedule Change\*\***
  - B. Department of Social Services – Caseworker - Backfill
  - C. Buildings & Grounds – Building Maintenance Helper - Backfill
  - D. Public Health – WIC Program Nutritionist – Temporary  
**\*\*Staffing Pattern Change\*\***
4. Other Business
  - A. Staffing Pattern
  - B. Employee Handbook – Title VI
  - C. Department Head Evaluations
  - D. Retirement Acknowledgements
  - E. Domestic Violence Policy & Handbook
  - F. Non-Discrimination Based on Reproductive Health Decision Making Policy & Handbook
5. Adjournment

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

DATE: March 4, 2020  
Fort Edward, New York