



WASHINGTON COUNTY BOARD OF SUPERVISORS

County Municipal Center
383 Upper Broadway, Bldg. B.
Fort Edward, New York 12828
Tel. (518) 746-2210
Fax (518) 746-2219*
*Service by fax not accepted
Email - Supervisors@washingtoncountyny.gov

MEMO

CLERK OF THE BOARD
Debra R. Prehoda

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Samuel J. Hall, Chairman

ARGYLE
Robert A. Henke, Vice Chairman

CAMBRIDGE
Cassie Fedler

DRESDEN
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EASTON
Daniel B. Shaw

FORT EDWARD
Lester Losaw

GRANVILLE
Matthew Hicks

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Donald B. Ward

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David K. O'Brien

HARTFORD
Dana E. Haff

HEBRON
Brian R. Campbell

KINGSBURY
Dana Hogan

JACKSON
Jay B. Skellie

PUTNAM
Darrell T. Wilson

SALEM
Evera Sue Clary

WHITE CREEK
James S. Griffith

WHITEHALL
John W. Rozell

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

FROM: Clerk of the Board

Chairman Hicks has scheduled a Personnel Committee meeting for Tuesday, April 6, 2021 at 10:00 AM via teleconference.

The **public** may view the meeting here:

https://www.youtube.com/channel/UC_fkXChkwTrSnynELWO5bqA

The Agenda is as follows:

1. Call to Order
2. Accept Minutes – March 9, 2021
3. Department Staffing Requests/Staffing Pattern Changes:
 - A. Treasurer – Bookkeeper – Backfill with Account Clerk
Staffing Pattern Change
 - B. Sewer District No. 2
 1. Laborer – Backfill
 2. Account Clerk - Backfill
 - C. Public Works
 1. DPW Maintenance Shop Supervisor – Backfill
 2. Add 2 New Positions - Public Works Manager, Secretary to Superintendent of Public Works – Remove Deputy Superintendent of Public Works - ***Staffing Pattern Change/Exempt Salary Change***
 3. Carryover 2 Weeks of Vacation – Superintendent of Public Works
 - D. District Attorney – Legal Assistant – Backfill
 - E. OFA – Nutrition Services Coordinator – Backfill
 - F. Public Health - WIC Program Nutritionist – Backfill
4. Other Business
 - A. Handbook Addition/Change
 1. Add: Section 6.017 – Public Employer Health Emergency Plan for Washington County
 2. Change: Section 3.003 – Probationary Term Rule XIV
5. Adjournment

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

DATED: March 30, 2021
Fort Edward, New York