



# WASHINGTON COUNTY BOARD OF SUPERVISORS

County Municipal Center  
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## MEMO

### CLERK OF THE BOARD

Debra R. Prehoda

### FORT ANN

Samuel J. Hall, Chairman

### ARGYLE

Robert A. Henke, Vice Chairman

### CAMBRIDGE

Cassie Fedler

### DRESDEN

Paul D. Ferguson

### EASTON

Daniel B. Shaw

### FORT EDWARD

Timothy M. Fisher

### GRANVILLE

Matthew Hicks

### GREENWICH

Donald B. Ward

### HAMPTON

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 **Wednesday, July 28, 2021 at 1:00 PM in the Board of Supervisors' Chambers, 2<sup>nd</sup> Floor of County Office Bldg. B, Fort Edward, New York.** This meeting will be in person only.

The Agenda is as follows:

1. Call to Order
2. Accept Minutes – July 6, 2021
3. Department Staffing Requests/Staffing Pattern Changes:
  - A. Department of Public Works – **Pending PW Committee Approval**
    1. Senior Engineer – Backfill
    2. Bridge Repair Person – Backfill
    3. Highway Supervisor II – Backfill
    4. Senior Account Clerk - Backfill
  - B. Probation – **Pending PS Committee Approval**
    1. Account Clerk – Backfill - Temporary Overlap of Two Weeks
  - C. Department of Social Services – **Pending HHS Committee Approval**
    1. Senior Account Clerk – Backfill
    2. Social Services Examiner (2) – Backfill
    3. Welfare Employment Representative – Backfill
    4. Case Supervisor Grade B – *New Position*
    5. Senior Caseworker – *New Position*
    6. Caseworker (3) – *New Positions*
  - D. Sheriff – **Pending PS Committee Approval**
    1. Account Clerk to Senior Account Clerk – **\*Staffing Pattern Change\***
    2. Typist PT – Backfill with Clerk FT - **\*Staffing Pattern Change\***
    3. Civil Clerk - Backfill
  - E. Treasurer
    1. Bookkeeper – Backfill
    2. Senior Account Clerk - Backfill
4. Other Business
5. Adjournment

\*Staffing Pattern Changes\*

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

DATED: July 21, 2021  
Fort Edward, New York