PERSONNEL COMMITTEE

TUESDAY, AUGUST 6, 2024

INDEX OF RESOLUTIONS:		
COMMITTEE	**RESOLUTION**	**TITLE**
Per/B/R	**G/19**	**AUTHORIZING THE CONVERSION OF A PART TIME HUMAN RESOURCE SPECIALIST POSITION TO FULL TIME AND AMENDING THE 2024 RENSSELAER COUNTY ADOPTED BUDGET – BUREAU OF HUMAN RESOURCES** **Motion Made By:** **Seconded By:** **In Favor:** **Opposed:** **Notes:**

RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Wysocki, Patire, Zalewski

Sent To: Personnel **Committee** **Date** August 13, 2024

Resolution No. G/19

AUTHORIZING THE CONVERSION OF A PART TIME HUMAN RESOURCE SPECIALIST POSITION TO FULL TIME AND AMENDING THE 2024 RENSSELAER COUNTY ADOPTED BUDGET – BUREAU OF HUMAN RESOURCES

WHEREAS, This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

WHEREAS, The Bureau of Human Resources ("Department") seeks Legislative approval to convert the Human Resource Specialist position within the Rensselaer County Public Safety building from a part time position to a full time position; and

WHEREAS, The Department is seeking to utilize personnel savings from the Personnel Analyst position and apply the savings towards the increase in salary for the Human Resource Specialist; and

WHEREAS, These positions will be funded through the existing 2024 Rensselaer County Adopted Budgeted positions; now, therefore, be it

RESOLVED, That the part time Human Resources Specialist position at the Rensselaer County Public Safety building be converted to a full time position; and, be it further

RESOLVED, That the 2024 Rensselaer County Adopted Budget shall be and hereby is amended as follows:

DESCRIPTION	GL ACCOUNT	PRESENT	CHANGE	REVISED
Bureau of Human Resources – Personnel Savings				
Human Resources Specialist	A.1431.01007	$ 80,881.00	$ 3,167.00	$ 84,048.00
Personnel Analyst	A.1431.01007	$ 56,100.00	($3,167.00)	$ 52,933.00
	TOTAL	$136,981.00	$ 0.00	$136,981.00

Resolution ADOPTED by the following vote:
Ayes:
Nays:
Abstain:
August 13, 2024

Clerk of the Legislature

Sent to County Executive_____

Received from County Executive_____

_____
Clerk of the Legislature

Executive Action

Approved_____ **Date**_____

Disapproved_____
Veto Message Attached and Returned to Clerk

_____
County Executive

RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Wysocki, Patire, Zalewski

Sent To: Personnel **Committee** **Date** February 13, 2024

Resolution No. G/36/24

RESOLUTION AUTHORIZING THE CREATION OF A POSITION OF PERSONNEL ANALYST AND AMENDING THE 2024 RENSSELAER COUNTY ADOPTED BUDGET - BUREAU OF HUMAN RESOURCES

WHEREAS, This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

WHEREAS, Due to an increase in the daily workload of Human Resources, Civil Service and Union related responsibilities within Van Rensselaer Manor, a permanent position is requested to complete the work rather than a collateral duty for another title; and

WHEREAS, The Personnel Analyst position will be overall in charge of all Human Resource policies and procedures occurring at the Van Rensselaer Manor, as well as conducting formal Human Resource investigations throughout Rensselaer County employment and report directly to the Bureau of Human Resources; and

WHEREAS, The Bureau of Human Resources recognizes the importance of 360 in-house Human Resources coverage within the Van Rensselaer Manor; and

WHEREAS, The Personnel Analyst and Bureau of Human Resources will maintain full-time support for Van Rensselaer Manor employees, resident care, union cooperation, and assist in recruiting and retainment efforts; and

WHEREAS, The Personnel Analyst position is a tested Civil Service position and the new hire will need to be approved by Civil Service; now, therefore, be it

RESOLVED, That the 2024 Rensselaer County Adopted Budget shall be and hereby is amended as follows:

2024 GENERAL FUND APPROPRIATIONS

CODE/DESCRIPTION	PRESENT	CHANGE	REVISED
Performance Improvement Specialist A.1431.01007	$56,100.00	$(56,100.00)	$ 0.00
A.1431.01007 Personnel Analyst	$ 0.00	$ 56,100.00	$ 56,100.00

Resolution ADOPTED by the following vote:
Ayes: 17
Nays: 0
Abstain: 0
February 13, 2024

Clerk of the Legislature

Sent to County Executive 2/14/24

Received from County Executive 2/14/24

Jessica L. Chart

Clerk of the Legislature

Executive Action

Approved ✓ **Date** 2/14/24

Disapproved _____

Veto Message Attached and Returned to Clerk

County Executive

LEGISLATIVE FISCAL IMPACT STATEMENT

Type of Legislation: Local Law:_ _ _ _G Resolution: X_ _ _ P Resolution:_ _ _ _

Title of Legislation: RESOLUTION AMENDING 2024 RENSSELAER COUNTY BUDGET AND INCREASING HUMAN RESOURCES SPECIALIST SALARY

Requested by: HUMAN RESOURCES

Sponsor(s):_____

FISCAL IMPACT

1) Projected cost of proposed legislation, if any:$ 0_____ current year
$ 0_____ ongoing expenses per year

2) Method of financing- note all that apply (federal funding, state funding, bonding, tax levy, etc.):_____

a) For federal funding: amount $_____and length of time federal funding is available Is it available for ongoing expenses? Yes___ or No____ _

b) For state funding: amount $_____and length of time state funding is available . Is it available for ongoing expenses? Yes___ or No____ _

c) If bonded, state amount of total indebtedness this legislation will create and projected interest cost over the course of borrowing:
Principal$_____
Total projected interest costs$_____

d) Tax levy impact for current year $ 0_____and ongoing $_____

e) Other (please explain) $

3) Is this expense or program mandated? _____No_____

4) Length of expense or project (one time only, ongoing,etc.):_ _

5) Justification for the appropriation/expenditure requested. Include any revenue this will produce or any expense that will be avoided: The bureau of Human Resources is requesting to utilize personnel savings generated from the Personnel Analyst position salary and apply the savings towards the salary increase for the human Resources specialist position

Deputy Director

Sara McDermott