



ECLEG JAN22'13 AM10:24

COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

January 22, 2013

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

IMMEDIATE CONSIDERATION REQUESTED

Re: Western New York Stormwater Coalition Coordinator Civil Service Title Change and Upgrade

Dear Honorable Members:

Enclosed please find a memorandum and proposed resolution from the Department of Environment and Planning authorizing a change in title and an upgrade for the current Western New York Stormwater Coalition Coordinator, a position which is fully paid for with non-county funds.

Should your honorable body require further information, I encourage you to contact Thomas R. Hersey, Jr., Deputy Commissioner, at the Erie County Department of Environment and Planning. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

By: Richard M. Tobe
Deputy County Executive

MCP:RT/bl
Enclosure

cc: Maria R. Whyte
Thomas R. Hersey, Jr.

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Environment and Planning
Re: Western New York Stormwater Coalition Coordinator Civil Service Title Change and Upgrade
Date: January 14, 2013

SUMMARY

It is recommended that the Legislature approve the attached resolution prepared by the Department of Environment and Planning (DEP) authorizing an upgrade of the current coordinator of the Western New York Stormwater Coalition (WNYSC), Mary Rossi, from a Solid Waste Recycling Specialist (JG-12) to a Principal Environmental Compliance Specialist (JG-14). This upgrade was approved by the Western New York Stormwater Coalition at their November 14, 2012 meeting and will have no impact on the County budget.

FISCAL IMPLICATIONS

100% of funding for this position will be paid through WNYSC membership dues and grant funds. No in-kind match is required.

REASONS FOR RECOMMENDATION

This promotion is long overdue and was unanimously approved by the WNYSC at their November 14, 2012 meeting.

BACKGROUND INFORMATION

Mary Rossi, Coordinator of the WNYSC, has her salary currently paid as follows: 75% WNYSC dues and 25% grant funded through New York State Department of Environmental Conservation Stormwater Mapping Project. Ms. Rossi currently holds the title of Solid Waste Recycling Specialist (JG-12). She has held this title since 2002, before starting her duties with the WNYSC. The County recognizes that Ms. Rossi has long worked above her job grade by supervising employees and managing multiple grant projects. In 2012, Ms. Rossi began managing a 3-year stormwater mapping grant which involves coordinating and supervising several teams of employees, including upper level staff. Ms. Rossi manages 4 county employees and 4 state contracted employees. For these reasons, the WNYSC unanimously approved an increase in charges to the WNYSC so that Ms. Rossi may be promoted to "Principal Environmental Compliance Specialist" (JG-14). This title and job grade accurately reflects the work that Ms. Rossi has been doing for years. There is sufficient funding for this increase in salary within the WNYSC's budget without increasing dues. This assumes that another grant to cover 25% of Ms. Rossi's salary will be awarded within the next 3 years when the mapping project expires. There is every indication that securing such funding is highly likely.

CONSEQUENCES OF NEGATIVE ACTION

Without the requested authorization, Ms. Rossi will continue to work in a title that does not reflect her job duties or her level of responsibility.

STEPS FOLLOWING APPROVAL

Ms. Rossi will be provisionally promoted to the position of Principal Environmental Compliance Specialist (JG-14). She will need to pass a promotional exam in order to become permanent in the position.

**A RESOLUTION SUBMITTED BY:
Department of Environment and Planning**

**RE: Western New York Stormwater Coalition
Coordinator Civil Service Title Change and
Upgrade**

WHEREAS, the Western New York Stormwater Coalition, comprised of municipalities in both Erie and Niagara County, requires a coordinator to assist with regulatory requirements; and

WHEREAS, Ms. Mary Rossi has been the coordinator of the WNYSC since 2004; and

WHEREAS, since assuming these responsibilities Ms. Rossi has been working as a Solid Waste Recycling Coordinator (JG-12), which does not reflect her duties; and

WHEREAS, Ms. Rossi has successfully managed responsibilities well above her current pay grade for many years; and

WHEREAS, in April 2012 Ms. Rossi began managing a 3-year stormwater mapping grant which involves coordinating and supervising several teams of employees, including upper level staff;

WHEREAS, the WNYSC unanimously voted at its November 14, 2012 meeting to increase its budget commitment to support a promotion for Ms. Rossi; and

WHEREAS, this promotion to a Principal Environmental Compliance Specialist (JG-14) will not impact the county budget as it will be paid for by dues from the WNYSC and grant funding through a current 3 year grant from the New York State Department of Environmental Conservation entitled "Stormwater Mapping Project" (162WNYSCMS4AP1112).

NOW, THEREFORE, BE IT

RESOLVED, that the grant budget and project period for the WNY Stormwater Coalition: MS4 Assistance Project Grant is hereby revised in the Department of Environment and Planning, Business Area 162, as follows:

WNY Stormwater Coalition: MS4 Assistance Project 2011/12 (Grant Period: 01/01/11-12/31/15), SAP Grant Account #162WNYSCMS4AP1112

REVENUE:

Account	Description	Current Budget	Revision	Revised Budget
420499	Other Local Source Revenue	(\$124,000)	(\$194,000)	(\$318,000)
TOTAL REVENUE		(\$124,000)	(\$194,000)	(\$318,000)

APPROPRIATIONS:

<u>Account</u>	<u>Description</u>	<u>Current Budget</u>	<u>Revision</u>	<u>Revised Budget</u>
500000	Full Time Salaries	\$131,263	\$123,190	\$254,453
502000	Fringe Benefits	\$74,493	\$70,810	\$145,303
916290	ID Env. & Planning Services	<u>(\$81,756)</u>	<u>0</u>	<u>(\$81,756)</u>
TOTAL APPROPRIATIONS		\$124,000	\$194,000	\$318,000

and be it further

RESOLVED, that the following position, for which sufficient funding through WNYSC membership dues and New York State Department of Environmental Conservation grant funding for personal services and fringe benefits exists, will be created in the above grant:

Principal Environmental Compliance Specialist (JG-14) position
 B-100 No. 000 000 7112
 Budgeted Annual Salary: \$74,380

and be it further

RESOLVED, that the following position be deleted from the above grant budget:

Solid Waste Recycling Specialist (JG-12)
 B-100 No. 000 000 7112
 Budgeted Annual Salary: \$60,714

and be it further

RESOLVED, that Ms. Rossi will be provisionally promoted to the position of Principal Environmental Compliance Specialist (JG-14); and be it further

RESOLVED, that the Director of the Division of Budget and Management is hereby authorized to implement any budget adjustments as required to comply with State and local funding requirements; and be it further

RESOLVED, that certified copies of this resolution be sent to the County Executive's Office; the Comptroller's Office; the Director of the Division of Budget and Management; the County Attorney; and the Commissioner of the Department of Environment and Planning, Rath Building, 10th Floor.