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Fisher III, Charley

From: Bray, Brian
Sent: Wednesday, April 25, 2012 2:34 PM
To: Grant, Betty
Cc: Marinelli, Lynn; Hogues, Timothy; Mills, Hon. John; Dixon, Hon. Lynne; Burnette, Jesse L.; Fisher III, Charley
Subject: MBE Coordinator

Chairwoman Grant:

Thank you for the opportunity to add some details to your discussion from yesterday's Minority and Women Business Enterprise Committee discussion.

The adopted 2012 Erie County budget includes a Minority Business Enterprise Coordinator ("MBE Coordinator") position in the Division of Equal Employment Opportunity. In addition, the budget for the division includes a Director of Equal Employment Opportunity, an Equal Employment Opportunity Investigator ("EEO Investigator") and a Receptionist.

A County employee who has civil service permanency in the EEO Investigator title has been on leave from that title (to occupy another title) for quite some time and a contingent-permanent employee worked in that position throughout the absence. When the County employee in the MBE Coordinator position retired in late 2011, the previous administration downgraded that position (JG-10) to a second EEO Investigator position (JG-7) and transferred the contingent-permanent employee into the downgraded new position as a permanent employee. Erie County is unable to hire a MBE Coordinator at this time because that position was downgraded and there are two EEO Investigator positions with permanent employees. Once we were informed by the Commissioner of Personnel that the downgrade could not be altered, we were forced to hire off of the JG-7 civil service list. In early March the County hired a contingent-permanent employee for the other EEO Investigator position using an active Civil Service list from which we were required to canvass and hire from.

The administration will consider additional personnel requests as part of its normal budget process. However, as you know from the recently submitted four-year plan, the administration is expecting a slight decrease in its workforce over the next several years. We are asking everyone to do more with less and are asking the Division of EEO to perform their charter-mandated responsibilities with their current workforce. Mr. Burnette said he would have preferred having a MBE Coordinator position to a second EEO Investigator, however he is willing to work with the current personnel in his office. If the Division of EEO has difficulty meeting its responsibilities in the future, particularly as it relates to minority and women business utilization, Mr. Burnette said he will seek relief and take the steps necessary to ensure that the work is performed.

If you have any additional questions regarding this matter, please do not hesitate to contact me.

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