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COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

April 8, 2016

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

Re: Department of Social Services
Division of Youth Services
Personnel Adjustment

Dear Honorable Members:

Please find enclosed a proposed resolution and accompanying memorandum regarding certain adjustments to the personnel lines within the Division of Youth Services budget. The requested changes will improve productivity in the Youth Detention Center. This resolution deletes one Delivery Service Chauffeur and one Youth Detention Worker PT and creates one Youth Detention Worker.

Should your honorable body require further information, I encourage you to contact Al Dirschberger, Commissioner, at the Department of Social Services. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/bb
Enclosure

cc: Commissioner Al Dirschberger

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Social Services
Re: Division of Youth Services - Personnel Adjustment
Date: April 8, 2016

SUMMARY

This resolution deletes one Delivery Service Chauffeur and one Youth Detention Worker PT and creates one Youth Detention Worker.

FISCAL IMPLICATIONS

This resolution will create one full-time JG-6 position create and deletes one full-time JG-4 position and one part-time JG-6 position.

REASONS FOR RECOMMENDATION

The Delivery Service Chauffeur job title does not contain job duties needed by Youth Services that a Youth Detention Worker is able to perform. The Youth Detention Worker is able to be assigned duties that a Delivery Service Chauffeur would not be able to perform. Deleting the Delivery Service Chauffeur and adding a Youth Detention Worker will result in Youth Services being able to complete more work with the same number of full-time employees. Adding in the deletion of a Youth Detention Worker (PT) will make the upgrade of full-time position from JG-4 to JG-6 a cost savings for Youth Services.

BACKGROUND INFORMATION

The Division of Youth Services has a vacant Delivery Service Chauffeur. The Division examined the job duties of the position and has determined it can assign the work to a Youth Detention Worker. The position is budgeted at a Step E for 2016.

CONSEQUENCES OF NEGATIVE ACTION

Youth Services will continue to have inefficient staffing.

STEPS FOLLOWING APPROVAL

The necessary budget adjustments will be undertaken by the applicable County department.

A RESOLUTION SUBMITTED BY:
SOCIAL SERVICES

RE: Division of Youth Services - Personnel Adjustment

WHEREAS, the Division of Youth Services has a vacant Delivery Service Chauffer and another frequently used job title, Youth Detention Worker, is able to be assigned duties that a Delivery Service Chauffeur is able to perform; and

WHEREAS, the Division of Youth Services requests legislative authorization to deletes one Delivery Service Chauffeur and one Youth Detention Worker PT and creates one Youth Detention Worker; and

WHEREAS, this change will result in more efficient staffing for Youth Services.

NOW, THEREFORE, BE IT

RESOLVED, that the Division of Youth Services is hereby authorized to delete one Delivery Service Chauffeur and one Youth Detention Worker PT, and to create a full time Youth Detention Worker position as noted in B-100 #2275; and be it further

RESOLVED, that the Commissioner of the Department of Social Services, Commissioner of Personnel, and Division of Budget and Management are hereby authorized to make the necessary budgetary and personnel adjustments to effectuate this action; and be it further

RESOLVED, that certified copies of this resolution be sent to the County Executive's Office; the office of the Commissioner of Personnel; the Director of the Division of Budget and Management; and the Commissioner of the Department of Social Services.