



ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING ♦ 800 PARK AVENUE ♦ UTICA, N.Y. 13501-2977

ADDITIONAL COMMUNICATIONS FOR DISTRIBUTION APRIL 15, 2009
(Correspondence relating to upcoming legislation, appointments, petitions, etc)

Gerald J. Fiorini
Chairman
(315) 798-5900

Susan L. Crabtree
Clerk
(315) 798-5901

David J. Wood
Majority Leader

Michael J. Hennessy
Minority Leader

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Anthony J. Picente Jr.
County Executive



John P. Talerico
Director

**ONEIDA COUNTY
DEPARTMENT OF LABOR RELATIONS**

County Office Building ♦ 800 Park Avenue ♦ Utica, New York 13501-2986
Phone: (315) 798-5732 ♦ Fax: (315) 798-6490
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February 5, 2009

Mr. Anthony J. Picente
Oneida County Executive
800 Park Avenue
Utica New York 13501

7N2009-215

INTERNAL AFFAIRS

WAYS & MEANS

Dear Tony:

On January 29, 2009 the Oneida County Board of Legislators enacted legislation abolishing vacant positions and positions that shall become vacant by resignation or retirement.

On January 30, 2009, the Department of Personnel by way of retirement had a Principal Clerk position become vacant and in accordance with the aforementioned legislation, abolished.

The abolished Principal Clerk position is an integral part of the Personnel Department. Prior to the retirement, two Principal Clerks shared areas of responsibility with regard to Civil Service Examination, Payroll Certifications, and Technical Assistance for over 100 jurisdictions including Towns, Villages, Authorities, and School Districts.

Examples of the shared duties are; receiving and securing exams, preparing materials for exam day, reconciling exam material, maintaining roster records, personnel transactions, application review for examination, disapproval and admission letters, downloading scores and eligible lists, certification of eligible lists, canvassing of eligible candidates and scheduling and monitoring law enforcement agilities. All of the duties are divided evenly between both clerks.

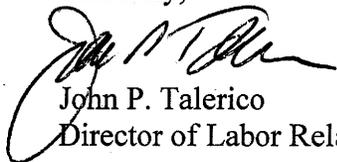
The above duties are examples and are not all inclusive. Eliminating one position will have the practical impact of reducing production by 50%. This will have an adverse effect on the Towns, Villages, Authorities, and School Districts we serve, in addition to internal county departments, causing extended delays in processing records and information. Also, I believe it would be virtually impossible to sustain service at this level for any length of time.

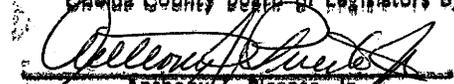
Accordingly, I respectfully request that you take the appropriate action to recreate the position of Principal Clerk, grade 19, step 1 at a salary of \$23,571. I also ask that this request be acted upon expeditiously so that we can notify the affected Towns, Villages Authorities, and School Districts if delays are imminent.

I am available to answer any questions you may have regarding this matter.

Thank you in advance for your prompt attention.

Sincerely,


John P. Talerico
Director of Labor Relations

Reviewed and Approved for submittal to the
Onida County Board of Legislators by

Anthony J. Picenta, Jr.
County Executive
Date 4-15-09

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