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Introduced by:

Hon. Harriet D. Cornell, Sponsor
Hon. Ilan S. Schoenberger, Co-Sponsor
Hon. William L. Darden, Co-Sponsor
Hon. Jay Hood, Jr., Co-Sponsor
Hon. Michael M. Grant, Co-Sponsor
Hon. Connie L. Coker, Co-Sponsor
Hon. Philip Soskin, Co-Sponsor
Hon. Douglas J. Jobson, Co-Sponsor
Hon. Alden H. Wolfe, Co-Sponsor

Referral No. 8737
July 6, 2010

**RESOLUTION NO. 383 OF 2010
ESTABLISHING A STANDARD WORKDAY FOR ELECTED AND APPOINTED
OFFICIALS OF THE ROCKLAND COUNTY LEGISLATURE IN COMPLIANCE WITH
THE REGULATIONS OF THE NEW YORK STATE RETIREMENT SYSTEM**

SCHOENBERGER/HOOD, JR.: UNAN.

WHEREAS, Regulation 315.4 of the New York State and Local Retirement System clearly defines the process of reporting retirement service credit for elected and appointed officials and adds additional requirements for both officials and employers; and

WHEREAS, Regulation 315.4 requires each official who is a member of the Retirement System and does not use the County's time and attendant system to maintain a record of his or her work-related activities and submit a record for three consecutive months to the secretary or legislative clerk. *This Regulation does not apply to elected or appointed officials who are not members of the Retirement System;* and

WHEREAS, Regulation 315.4 requires the legislature to establish a standard workday for elected and appointed officials by adopting a resolution that lists each affected employee's title and the number of hours in the standard work day for each title; and

WHEREAS, the standard workday for elected Rockland County legislators is six (6) hours; and

WHEREAS, the standard workday for the appointed Clerk to the Legislature, Deputy Clerk to the Legislature, and the two Counsels to the Legislature is eight (8) hours. The eight (8) hour workday is derived from Resolution No. 266 of 1993 which provides that leave, benefit and compensation policies for various non-union management personnel shall be the same as those set forth in collective bargaining agreements with Rockland Association of Management (RAM); and

WHEREAS, all elected County legislators are elected for four-year terms, and the current term for each legislator ends December 31, 2011. The Clerk to the Legislature and Deputy Clerk to the Legislature are appointed by the Legislature for one-year terms, and the current term for the Clerk and Deputy Clerk ends December 31, 2010. The two Counsels to the Legislature are appointed by the Legislature to serve at the pleasure of the Legislature; and

WHEREAS, the Clerk of the Legislature represents that Legislators Connie L. Coker, Harriet D. Cornell, Michael M. Grant, Jay Hood, Jr., Douglas J. Jobson, Joseph L. Meyers, Jacques O. D'I Michel, Patrick J. Moroney, John A. Murphy, Philip Soskin, Frank P. Sparaco and Alden H. Wolfe have each recorded and submitted his or her work activities for a period of three consecutive months, and the records of work activities submitted by the legislators demonstrate that each has worked an average of at least sixty hours bi-weekly, or approximately 130 hours per month (30 hours per week times 52 weeks divided by 12 months equals 130 hours per month); and

WHEREAS, the County maintains actual daily records of time worked for the Clerk to the Legislature, the Deputy Clerk to the Legislature, and the two Counsels to the Legislature; and

WHEREAS, the Budget and Finance Committee has met, considered and by a unanimous vote approved this resolution; now therefore be it

RESOLVED that the Rockland County Legislature hereby establishes standard workdays for elected and appointed Officials of the Rockland County Legislature in compliance with the regulations of the New York State Retirement System as follows:

- 1) Legislators – six (6) hour workday
- 2) Clerk and Deputy Clerk to the Legislature – eight (8) hour workday
- 3) Counsels to the Legislature - eight (8) hour workday

and be it further

RESOLVED, that this resolution shall be posted on the Rockland County website for a minimum of thirty days; and

RESOLVED, that the Clerk to the Legislature be and is hereby authorized and directed to file a certified copy of this resolution with an Affidavit of Posting with the Office of the New York State Comptroller within forty-five (45) days of the adoption of this resolution.

Introduced by:

Hon. Ilan S. Schoenberger, Sponsor
Hon. William L. Darden, Sponsor
Hon. Jay Hood, Jr., Sponsor
Hon. Harriet D. Cornell, Sponsor
Hon. Connie L. Coker, Sponsor
Hon. Philip Soskin, Sponsor
Hon. Douglas J. Jobson, Sponsor
Hon. Alden H. Wolfe, Sponsor

Referral No. 8737
July 6, 2010

**RESOLUTION NO. 384 Of 2010
ESTABLISHING A STANDARD WORKDAY FOR CERTAIN ELECTED AND
APPOINTED OFFICIALS IN ROCKLAND COUNTY IN COMPLIANCE WITH
THE REGULATIONS OF THE NEW YORK STATE RETIREMENT SYSTEM**

SCHOENBERGER/MURPHY: UNAN.

WHEREAS, The standard workday for the County Executive, County Clerk, District Attorney, and Sheriff is eight (8) hours a day; and

WHEREAS, The standard workday for all Department Heads and other Officials appointed by the County Executive is eight (8) hours a day; and

WHEREAS, The standard workday for the Chairman of the Sewer Commission is six (6) hours a day; and

WHEREAS, The standard workday for the Sewer Commissioners is thirteen hundredths (.13) of a day per month; and

WHEREAS, All County elected officials are elected for four-year terms. The terms for the County Executive and the County Clerk end December 31, 2013. The terms for the District Attorney and the Sheriff end December 31, 2011; and

WHEREAS, Certain Department Heads and other Officials are appointed by the County Executive to serve at the pleasure of the County Executive, as set forth on Schedule "A" annexed hereto; and

WHEREAS, Certain Department Heads and other Officials are appointed by the County Executive to serve for a term concurrent with that of the County Executive, as set forth on Schedule "A" annexed hereto. The term of the County Executive ends December 31, 2013; and

WHEREAS, Certain Department Heads and Other Officials are appointed for terms set by statute, as set forth on Schedule "A" annexed hereto; and

WHEREAS, The Director of Probation, The Director of Consumer Protection and Public Advocate, and the Coordinator of Environmental Resources, as set forth on Schedule "A" annexed hereto are permanently appointed to competitive class civil service positions and, therefore do not have terms; and

WHEREAS, The appointed Department Heads and Officials referred to hereinabove, are identified together with their terms and set forth on Schedule "A" annexed hereto and made a part hereof; and

WHEREAS, The Chairman of the Sewer Commission and the Sewer Commissioners are appointed by the Rockland County Legislature to serve at the pleasure of the Rockland County Legislature as set forth on Schedule "C" annexed hereto; and

WHEREAS, The County Executive, the County Clerk, and the Chairman of the Sewer Commission have recorded and submitted to the Clerk of the Legislature their work activities for a period of three consecutive months; and

WHEREAS, The Commissioner of Personnel represents that the County Executive and County Clerk have each recorded and submitted a record of work activities for three consecutive months, and such records demonstrate an average of at least forty hours per week or approximately 173 hours per month; and

WHEREAS, The Commissioner of Personnel represents that the Chairman of the Sewer Commission has recorded and submitted a record of work activities for three consecutive months, and such records demonstrate an average of at least thirty hours per week or approximately 130 hours per month; and

WHEREAS, All Department Heads and other Officials appointed by the County Executive set forth on Schedule "A" annexed hereto work an average of forty hours per week, or approximately 173 hours per month, or a prorated schedule based on a standard eight hour workday; and

WHEREAS, All of the County's Department Heads and official appointed positions set forth on Schedule "A" annexed hereto are tied by prior Legislative Resolutions to collective bargaining agreements with respect to leave and benefit provisions and consequently derive their standard eight hour workday or prorated schedule based on a standard eight hour workday from said agreements. Said standard workday is the basis for each employee's regular bi-weekly electronic time sheet reporting in the Peoplesoft system. Peoplesoft is a system that keeps track of accruals used and attests that, other than time charged to accruals, full hours were worked; and

WHEREAS, All of the County's other appointed official positions set forth on Schedule "B" annexed hereto are either governed by collective bargaining agreements or tied by prior Legislative Resolutions to collective bargaining agreements with respect to leave and benefit provisions and consequently derive their standard seven or eight hour workday or prorated schedule based on a standard seven or eight hour workday from said agreements. Said standard workday is the basis for each employee's regular bi-weekly

electronic time sheet reporting in the Peoplesoft system. Peoplesoft is a system that keeps track of accruals used and attests that, other than time charged to accruals, full hours were worked; and

WHEREAS, The Budget and Finance Committee of the Legislature has met, considered and unanimously approved this resolution, now, therefore, be it

RESOLVED That the Rockland County Legislature hereby establishes a standard workday for elected and appointed Officials in Rockland County in compliance with the regulations of the New York State Retirement System as follows:

1. The County Executive, County Clerk, District Attorney, and Sheriff: eight (8) hours per day;
2. All Department Heads and other Officials appointed by the County Executive and other appointed officials set forth on schedules "A" and "B" annexed hereto: seven (7) or eight (8) hours per day;
3. The Chairman of the Sewer Commission: six (6) hours per day;
4. Sewer Commissioners: .13 of a day per month; and be it further

RESOLVED, That this resolution shall be posted on the Rockland County website for a minimum of thirty days; and be it further

RESOLVED, That the Clerk to the Legislature be and is hereby authorized and directed to file a certified copy of this resolution with an Affidavit of Posting to the Office of the New York State Comptroller within forty-five (45) days of the adoption of this resolution.

**ROCKLAND COUNTY
ELECTED/APPOINTED OFFICIALS**

SCHEDULE A

FIXED TERM CONCURRENT WITH COUNTY EXECUTIVE'S TERM

<u>Title</u>	<u>Term of Office End Dates</u>
County Auditor	12/31/2013*
Commissioner of Hospitals	12/31/2013**
Commissioner of Mental Health	12/31/2013**
Commissioner of Health	12/31/2013
Commissioner of Human Rights	12/31/2013
Public Defender	12/31/2013

STATUTORY TERMS

<u>Title</u>	<u>Term of Office & End Dates</u>
Commissioner of Personnel	6 Years – 12/16/2009***
Commissioner of Social Services	5 Years – 12/31/2011
Medical Examiner	4 Years – 10/17/2012
Real Property Tax Services Officer	6 Years - 9/30/2013

SERVE AT THE PLEASURE OF THE COUNTY EXECUTIVE

<u>Title</u>	<u>Term of Office End Dates</u>
County Attorney	Unspecified – Serves at Pleasure
Commissioner of Labor Relations	Unspecified – Serves at Pleasure
Director of Fire & Emergency Services	Unspecified – Serves at Pleasure
Commissioner of Finance	Unspecified – Serves at Pleasure
Superintendent of Highways	Unspecified – Serves at Pleasure
County Insurance Coordinator	Unspecified – Serves at Pleasure
Director, Office of People with Disabilities	Unspecified – Serves at Pleasure
Commissioner of Planning	Unspecified – Serves at Pleasure
Director, County Veterans Service Agency	Unspecified – Serves at Pleasure
Executive Director, Youth Bureau	Unspecified – Serves at Pleasure
Director, Office for the Aging	Unspecified – Serves at Pleasure
Commissioner of General Services	Unspecified – Serves at Pleasure
Budget Director	Unspecified – Serves at Pleasure
Director of Housing & Community Development	Unspecified – Serves at Pleasure
Stop DWI and Traffic Safety Program Coordinator	Unspecified – Serves at Pleasure
Coordinator, Employee Rights, Relations, & Training	Unspecified – Serves at Pleasure
Director of Tourism, Commerce, & Media Relations	Unspecified – Serves at Pleasure
Director of Purchasing	Unspecified – Serves at Pleasure

**ROCKLAND COUNTY
ELECTED/APPOINTED OFFICIALS**

SCHEDULE A (CONTINUED)

PERMANENT NEW YORK STATE CIVIL SERVICE APPOINTMENTS

<u>Title</u>	<u>Term of Office End Dates</u>
Coordinator of Environmental Resources	No term
Director of Probation III	No term
Director of Consumer Protection & Public Advocate	No term

*Position vacant; term of office end date if an appointment is made by the County Executive and confirmed by the Legislature.

**Reappointments have not been made; term of office end date if reappointments made by the County Executive and confirmed by the Legislature.

***Term of office end date represents expired term.

**ROCKLAND COUNTY APPOINTED OFFICIALS
SCHEDULE B**

<u>TITLE</u>	<u>PARTICIPATE IN TIME REPORTING SYSTEM</u>	<u>STANDARD WORK DAY</u>	<u>WORK DAYS PER MONTH</u>
Assistant District Attorney	Y	8	N/A
Assistant to the Sheriff (Administration/Personnel)	Y	8	N/A
Assistant Director, Narcotics Task Force	Y	8	N/A
Assistant to the Sheriff (Public Safety and Co)	Y	8	N/A
Assistant to the County Executive II	Y	8	N/A
Chief Assistant District Attorney	Y	8	N/A
Chief Criminal Investigator	Y	8	N/A
Chief of Staff (County Executive)	Y	8	N/A
Commissioner of Elections	Y	8	N/A
Coordinator, Community Resource Programs	Y	8	N/A
Confidential Aide to the County Attorney	Y	7	N/A
Confidential Aide to the District Attorney	Y	7	N/A
Confidential Aide, Intelligence Task Force	Y	7	N/A
Confidential Aide to the Narcotics Task Force	Y	7	N/A
Confidential Assistant to the County Executive	Y	8	N/A
Confidential Investigator	Y	8	N/A
Confidential Secretary to the County Attorney	Y	7	N/A
Confidential Secretary to the District Attorney	Y	7	N/A
Confidential Secretary to the Superintendent of Highways	Y	7	N/A
Confidential Secretary to the Commissioner of Mental Health	Y	7	N/A
Confidential Secretary to the Medical Examiner	Y	7	N/A
Confidential Secretary to the Commissioner of Health	Y	7	N/A
Confidential Secretary the Commissioner of Social Services	Y	7	N/A
Confidential Secretary to the Board of Ethics	Y	7	N/A
Confidential Secretary to the Commissioner of Hospitals	Y	7	N/A
Director, Administration (County Executive)	Y	8	N/A
Director, Intergovernmental Relations	Y	8	N/A
Director of Community Relations (County Executive)	Y	8	N/A
Director, Drainage Agency	Y	8	N/A
Director, Medical Services	Y	8	N/A
Election Clerk II	Y	7	N/A
Election Clerk III	Y	7	N/A
Election Clerk IV	Y	7	N/A
Election Clerk V	Y	7	N/A
Executive Assistant District Attorney	Y	8	N/A
Executive Assistant District Attorney (Narcotics)	Y	8	N/A
Executive Assistant District Attorney Special Programs & Investigations	Y	8	N/A
Executive Director of Sewer Operations and Engineering	Y	8	N/A
First Assistant District Attorney	Y	8	N/A
Research Assistant, County Executive	Y	8	N/A
Senior Advisor, Community and Public Relations	Y	8	N/A
Senior Assistant District Attorney	Y	8	N/A
Supervising Assistant District Attorney	Y	8	N/A
Supervising Assistant District Attorney (Financial Crimes)	Y	8	N/A
Undercover Unit Supervisor	Y	8	N/A
Undersheriff	Y	8	N/A
Voting Poll Site Coordinator	Y	7	N/A
Voting Systems & Machine Technician	Y	7	N/A

**ROCKLAND COUNTY
ELECTED/APPOINTED OFFICIALS**

SCHEDULE C

**APPOINTED BY AND SERVE AT THE PLEASURE OF THE
ROCKLAND COUNTY LEGISLATURE**

Title

Term of Office End Dates

Chairman of the Sewer Commission
Sewer Commissioners

Unspecified – Serves at Pleasure
Unspecified – Serves at Pleasure