PERSONNEL AGENDA

Erie County Council

www.eriecountypa.gov

ERIE COUNTY, PA

Jay Breneman, Chairman
Edward T. DiMattio, Jr., Vice Chairman
Kathy Fatica
Dr. Kyle Foust
André R. Horton
Fiore Leone
Carol J. Loll

November 10, 2016

4:00 p.m. – follows immediately after Finance Meeting
Room 114A

1. Ordinance Number 109, 2016, "2016 HealthChoices Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)" (FR 11-7-16)
   Page 2

2. Ordinance Number 110, 2016, "2016 Children And Youth Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)" (FR 11-7-16)
   Page 5

3. Ordinance Number 111, 2016, "2016 Public Health Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)" (FR 11-7-16)
   Page 9

4. Ordinance Number 112, 2016, "2016 Public Safety Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)" (FR 11-7-16)
   Page 12

5. Ordinance Number 113, 2016, "2016 General Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)" (FR 11-7-16)
   Page 15

6. Ordinance Number 114, 2016, "Thirty-Fifth 2016 General Fund Budget Supplemental Appropriation Of $512 For Implementation Of Fair Labor Standards Act (FLSA)" (FR 11-7-16)
   Page 19

7. Discussion of Human Relations Commission Investigator Position (possible Executive session)

ORDINANCE NUMBER 109, 2016

2016 HealthChoices Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)

BE IT ENACTED by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), and 3B(2)(b) of the Erie County Home Rule Charter that revised expenditures in the 2016 HealthChoices Fund Budget, due to implementation of the FLSA, for position number 000105-008, are hereby approved as outlined on the attached Exhibits A & B.

BE IT FURTHER ENACTED, this ordinance shall be effective December 1, 2016 unless amendments are made to the Fair Labor Standards Act by that date. The County will then comply with the law as amended.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE
COUNTY OF ERIE, PENNSYLVANIA

Attest:

_____
Douglas R. Smith
County Clerk

Date:_____

_____
André R. Horton, Chairman

_____
Jay Breneman, Vice Chairman

_____
Edward T. DiMattio, Jr.

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Kathy Fatica

Approved by:

_____
Kathy Dahlkemper,
County Executive

Date:_____

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Dr. Kyle Foust

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Fiore Leone

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Carol J. Loll

Exhibit A
2016 Health Choices Fund Budget
Revised Expenditures
For Health Choices Implementation
of FLSA for One Position

Account Title	Account Number	Amount
Total Expenditures		
Non-bargaining Wages	030-000105-001010	165
Fica	030-000105-001200	13
Workers Compensation	030-000105-001230	1
Retirement	030-000105-001240	15
Risk Pool	030-000105-002910	(194)
Total Expenditures		0

Exhibit B
2016 HealthChoices Fund Budget
Revised Expenditures
For HealthChoices Implementation
of FLSA for One Position

Effective : December 1, 2016

Change from:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Assistant Manager of Accounting	M-I	000105-008	45,494	45,494	23.33

To:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Assistant Manager of Accounting	M-I	000105-008	45,659	47,483	24.35
Total Change			165	1,989	

ORDINANCE NUMBER 110, 2016

2016 Children And Youth Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)

BE IT ENACTED by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), and 3B(2)(b) of the Erie County Home Rule Charter that revised expenditures in the 2016 Children & Youth Fund Budget, due to implementation of the FLSA for position numbers 000104-015, 005000-016 and 005501-001; are hereby approved as outlined on the attached Exhibits A & B.

BE IT FURTHER ENACTED, this ordinance shall be effective December 1, 2016 unless amendments are made to the Fair Labor Standards Act by that date. The County will then comply with the law as amended.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE
COUNTY OF ERIE, PENNSYLVANIA

Attest:

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Douglas R. Smith
County Clerk

Date:_____

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André R. Horton, Chairman

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Jay Breneman, Vice Chairman

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Edward T. DiMattio, Jr.

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Kathy Fatica

Approved by:

_____
Kathy Dahlkemper,
County Executive

Date:_____

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Dr. Kyle Foust

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Fiore Leone

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Carol J. Loll

Exhibit A
2016 Children and Youth Fund Budget
Revised Expenditures
For Children and Youth Implementation
of FLSA for Three Positions

Account Title	Account Number	Amount
Total Expenditures		
Non-bargaining Wages	042-000104-001010	200
Fica	042-000104-001200	17
Workers Compensation	042-000104-001230	1
Retirement	042-000104-001240	16
Non-bargaining Wages	043-005000-001010	466
Fica	043-005000-001200	35
Workers Compensation	043-005000-001230	1
Retirement	043-005000-001240	41
Non-bargaining Wages	044-005501-001010	588
Fica	044-005501-001200	45
Workers Compensation	044-005501-001230	1
Retirement	044-005501-001240	52
Purchased Services	042-004300-700691	(1,463)
Total Expenditures		0

Exhibit B
2016 Children and Youth Fund Budget
Revised Expenditures
For Children and Youth Implementation
of FLSA for Three Positions

Effective December 1, 2016

Change from:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Director of Administrative Services	M-II	000104-015	45,084	45,084	23.12
Program Director(Detention)	M-I	005000-016	41,891	41,891	20.14
Program Director(Shelter)	M-I	005501-001	40,435	40,435	19.44
Total			127,410	127,410	

To:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Director of Administrative Services	M-II	000104-015	45,284	47,483	24.35
Program Director(Detention)	M-I	005000-016	42,357	47,486	22.83
Program Director(Shelter)	M-I	005501-001	41,023	47,486	22.83
Total			128,664	142,455	
Total Change			1,254	15,045	

To:	Kathy Dahlkemper, County Executive County Council Members
From:	Lana Rees
Date:	October 10, 2016
Subject:	Rationale for (3) Employee rate changes due to FLSA

The attached Exhibit A and B reflect revised expenditures to the 2016 Children and Youth Fund budget for the pay change for three employees.

In order to be compliant with the Fair Labor Standard Act (FLSA) that changes the minimum amount an employee has to make to not be considered for overtime pay to 47,476 effective December 1, 2016, this ordinance will adjust three employees pay rates to that amount. It will be more cost effective to raise the pay rate than to pay overtime for these positions.

There will be **no increase or decrease** in County funds needed.

If you have any questions, please contact me at your convenience.

ORDINANCE NUMBER 111, 2016

2016 Public Health Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)

BE IT ENACTED by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), and 3B(2)(b) of the Erie County Home Rule Charter that revised expenditures in the 2016 Public Health Fund Budget, due to implementation of the FLSA for position number 018060-001, are hereby approved as outlined on the attached Exhibits A & B.

BE IT FURTHER ENACTED, this ordinance shall be effective December 1, 2016 unless amendments are made to the Fair Labor Standards Act by that date. The County will then comply with the law as amended.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE
COUNTY OF ERIE, PENNSYLVANIA

Attest:

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Douglas R. Smith
County Clerk

Date:_____

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André R. Horton, Chairman

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Jay Breneman, Vice Chairman

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Edward T. DiMattio, Jr.

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Kathy Fatica

Approved by:

_____
Kathy Dahlkemper,
County Executive

Date:_____

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Dr. Kyle Foust

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Fiore Leone

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Carol J. Loll

Exhibit A
2016 Public Health Fund Budget
Revised Expenditures of $271
For Implementation of FLSA

Total Expenditures

Travel Work Related	056-018060-002010	(271)
Non-bargaining Wages	056-018060-001010	240
Fica	056-018060-056200	19
Workers Compensation	056-018060-056230	(11)
Retirement	056-018060-056240	21
Other Health & Welfare		2
Total Expenditures		0

Exhibit B
2016 Public Health Fund Budget
Revised Expenditures of $271
For Implementation of FLSA

Effective

Change from:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Health Promotion and Quality Impro	M-I	018060-001	45,483	45,483	22.82

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Health Promotion and Quality Impro	M-I	018060-001	45,723	47,483	24.35
Total Increase			240	2,000	

ORDINANCE NUMBER 112, 2016

2016 Public Safety Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)

BE IT ENACTED by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), and 3B(2)(b) of the Erie County Home Rule Charter that revised expenditures in the 2016 Public Safety Fund Budget, due to implementation of the FLSA for position number 018040-002, are hereby approved as outlined on the attached Exhibits A & B.

BE IT FURTHER ENACTED, this ordinance shall be effective December 1, 2016 unless amendments are made to the Fair Labor Standards Act by that date. The County will then comply with the law as amended.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE
COUNTY OF ERIE, PENNSYLVANIA

Attest:

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Douglas R. Smith
County Clerk

Date:_____

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André R. Horton, Chairman

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Jay Breneman, Vice Chairman

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Edward T. DiMattio, Jr.

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Kathy Fatica

Approved by:

_____
Kathy Dahlkemper,
County Executive

Date:_____

_____
Dr. Kyle Foust

_____
Fiore Leone

_____
Carol J. Loll

Exhibit A
2016 Public Safety Fund Budget
Revised Expenditures of $282
For Implementation of FLSA

Account Title	Account Number	Amount
Total Expenditures		
Telephone	063-018040-002280	(282)
Non-bargaining Wages	063-018040-001010	251
Fica	063-018040-001200	19
Workers Compensation	063-018040-001230	(10)
Retirement	063-018040-001240	22
Total Expenditures		(0)

Exhibit B
2016 Public Safety Fund Budget
Revised Expenditures of $282
For Implementation of FLSA

Effective

Change from:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
EMA Assistant Coordinator	M-I	018040-002	44,433	44,433	21.36

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
EMA Assistant Coordinator	M-I	018040-002	44,684	47,486	22.83
Total Increase			251	3,054	

ORDINANCE NUMBER 113, 2016

2016 General Fund Budget Revised Expenditures For Implementation Of Fair Labor Standards Act (FLSA)

BE IT ENACTED by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), and 3B(2)(b) of the Erie County Home Rule Charter that revised expenditures in the 2016 General Fund Budget, due to implementation of the FLSA for position numbers 001030-001, 002000-002, 002200-002, 002350-013, 002420-001 and 002812-002 are hereby approved as outlined on the attached Exhibits A & B.

BE IT FURTHER ENACTED, this ordinance shall be effective December 1, 2016 unless amendments are made to the Fair Labor Standards Act by that date. The County will then comply with the law as amended.

COUNTY COUNCIL OF THE
COUNTY OF ERIE, PENNSYLVANIA

Attest:

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Douglas R. Smith
County Clerk

Date:_____

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André R. Horton, Chairman

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Jay Breneman, Vice Chairman

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Edward T. DiMattio, Jr.

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Kathy Fatica

Approved by:

_____
Kathy Dahlkemper,
County Executive

Date:_____

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Dr. Kyle Foust

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Fiore Leone

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Carol J. Loll

Exhibit A
2016 General Fund Budget
Supplemental Appropriation of $2,795
For Implementation of FLSA

Account Title	Account Number	Amount
Total Revenue		
Fund Balance Appropriation	001-000990-099500	(2,795)
Total Revenue		(2,795)
Total Expenditures		
Non-bargaining Wages	001-001030-001010	353
Fica	001-001030-001200	28
Workers Compensation	001-001030-001230	(10)
Retirement	001-001030-001240	31
Non-bargaining Wages	001-002000-001010	447
Fica	001-002000-001200	35
Workers Compensation	001-002000-001230	(10)
Retirement	001-002000-001240	39
Other Health & Welfare	001-002000-001250	1
Non-bargaining Wages	001-002200-001010	468
Fica	001-002200-001200	35
Workers Compensation	001-002200-001230	(10)
Retirement	001-002200-001240	41
Other Health & Welfare	001-002200-001250	3
Non-bargaining Wages	001-002350-001010	468
Fica	001-002350-001200	35
Workers Compensation	001-002350-001230	(10)
Retirement	001-002350-001240	41
Other Health & Welfare	001-002350-001250	3
Non-bargaining Wages	001-002420-001010	468
Fica	001-002420-001200	36
Workers Compensation	001-002420-001230	(9)
Retirement	001-002420-001240	41
Other Health & Welfare	001-002420-001250	1
Non-bargaining Wages	001-002810-001010	240
Fica	001-002810-001200	18
Workers Compensation	001-002810-001230	(10)
Retirement	001-002810-001240	21
Total Expenditures		2,795

Exhibit B
2016 General Fund Budget
Supplemental Appropriation of $2,795
For Implementation of FLSA

Effective: December 1, 2016

Change from:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Election Office Supervisor	M-I	001030-001	43,148	43,148	20.74
Executive Assistant	M-I	002000-002	42,138	42,138	21.61
Employee Resource Manager	M-I	002200-002	42,752	42,752	21.42
Accounting Specialist	M-I	002350-013	42,752	42,752	21.42
Admin Admin/Telecomm MGR	M-I	002420-001	41,777	41,777	21.42
IT Manager	M-II	002812-002	44,508	44,499	22.82
			257,075	257,066	

To:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Election Office Supervisor	M-I	001030-001	43,501	47,486	22.83
Executive Assistant	M-I	002000-002	42,585	47,483	24.35
Employee Resource Manager	M-I	002200-002	43,220	47,483	24.35
Accounting Specialist	M-I	002350-013	43,220	47,483	24.35
Admin Admin/Telecomm MGR	M-I	002420-001	42,245	47,483	24.35
IT Manager	M-II	002812-002	44,748	47,483	24.35
			259,520	284,899	
Total Increase			2,445	27,833	

COUNTY OF ERIE
OFFICE OF HUMAN RESOURCES
ERIE COUNTY COURT HOUSE
140 WEST SIXTH STREET – ROOM 501
ERIE, PENNSYLVANIA 16501
Phone (814) 451-6299
FAX (814) 451-6484

KATHY DAHLKEMPER
COUNTY EXECUTIVE

SABRINA K. FISCHER
DIRECTOR OF HUMAN RESOURCES

To: Kathy Dahlkemper, County Executive
County Council Members

From: Sabrina K. Fischer

Date: October 14, 2016

Subject: Rationale for (12) Employee rate changes due to FLSA

In order to be compliant with the Fair Labor Standard Act (FLSA) that changes the minimum amount an employee has to make to not be considered for overtime pay to 47,476 effective December 1,2016, These ordinances will adjust twelve employees pay rates to that amount. It will be more cost effective to raise the pay rate than to pay overtime for these positions. Please see the attachment for the list of employees.

If you have any questions, please contact me at your convenience.

ORDINANCE NUMBER 114, 2016

Thirty-Fifth 2016 General Fund Budget Supplemental Appropriation of $512 For Implementation Of Fair Labor Standards Act (FLSA)

BE IT ENACTED by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), 3B(2)(b), Article III, Section 8 of the Erie County Home Rule Charter; certified by the County Executive that a supplemental appropriation of $512 in the 2016 General Fund Budget, due to implementation of the FLSA for position number #001100-003 is hereby approved as outlined on the attached Exhibits A & B.

BE IT FURTHER ENACTED, this ordinance shall be effective December 1, 2016 unless amendments are made to the Fair Labor Standards Act by that date. The County will then comply with the law as amended.

COUNTY COUNCIL OF THE
COUNTY OF ERIE, PENNSYLVANIA

Attest:

_____
Douglas R. Smith
County Clerk

Date:_____

_____
André R. Horton, Chairman

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Jay Breneman, Vice Chairman

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Edward T. DiMattio, Jr.

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Kathy Fatica

Approved by:

_____
Kathy Dahlkemper,
County Executive

Date:_____

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Dr. Kyle Foust

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Fiore Leone

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Carol J. Loll

Exhibit A
2016 General Fund Budget
Supplemental Appropriation of $512
For Implementation of FLSA

Account Title	Account Number	Amount
Total Revenue		
Fund Balance Appropriation	001-000990-099500	(512)
Total Revenue		(512)
Total Expenditures		
Non-bargaining Wages	001-001100-001010	447
Fica	001-001100-001200	35
Workers Compensation	001-001100-001230	(10)
Retirement	001-001100-001240	39
Other Health & Welfare	001-001100-001250	1
Total Expenditures		512

Exhibit B
2016 General Fund Budget
Supplemental Appropriation of $512
For Implementation of FLSA

Effective: December 1, 2016

Change from:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Asst Mgr of Internal Auditing	M-I	001100-003	42,138	42,138	21.61
			42,138	42,138	

To:

Title	Grade	Position Number	2016 Wages	Annual Salary	Hourly Rate
Asst Mgr of Internal Auditing	M-I	001100-003	42,585	47,483	24.35
			42,585	47,483	
Total Increase			447	5,345	