



# *Onondaga County Legislature*

## **CODY M. KELLY**

County Legislator – 14<sup>th</sup> District  
5 Sherwood Circle, Clay, New York 13041  
Leg (315) 435-2070 • Res (315) 420-5792  
[ckell1251@gmail.com](mailto:ckell1251@gmail.com)

## **HEALTH & HUMAN SERVICES COMMITTEE AGENDA**

*Livestream Available:* <https://www.facebook.com/OnondagaCountyLegislature>

**1:00 p.m.**  
**March 20, 2024**

**401 Montgomery St., Room 407 Court House**  
**Syracuse, New York 13202**

- A. Approval of the minutes of the previous meeting.
- B. Presentation of Resolutions and Local Laws:

**1. DEPARTMENT OF SOCIAL SERVICES – ECONOMIC SECURITY:**

- a. Personnel Resolution

C. Adjournment

April 2, 2024

Motion Made By Dr. Kelly

RESOLUTION NO. \_\_\_\_\_

PERSONNEL RESOLUTION

WHEREAS, it is necessary for the County to provide for various changes to personnel; now, therefore be it

RESOLVED, that the Onondaga County Salary Plan be amended to reallocate the salary grade for Principal Employment Counselor from Grade 31, \$60,548 - \$80,266 to Grade 32, \$66,352 - \$87,961; and, be it further

RESOLVED, that the reallocation shall be effective the first full pay period after April 2, 2024; and, be it further

RESOLVED, that the Commissioner of Personnel is authorized to make any administrative corrections as may be reasonably needed to effectuate the intent of this resolution.



## DEPARTMENT OF SOCIAL SERVICES - ECONOMIC SECURITY PROGRAM AND FINANCIAL INFORMATION SHEET

### **PURPOSE:**

The authorize a M/C grade change from 31 to 32 for Principal Employment Counselors (6) in the Temporary Assistance Employment Division.

### **OBJECTIVE/ WORK PLAN:**

Principal Employment Counselors supervise ECI's and ECII's. One Principal Employment Counselor supervises Employment Aides. In total there are 41 ECI's, 5 ECII's, and 8 Employment Aides. Principal Employment Counselors supervise an average of 10 employees.

Their work activities include:

- Each team function follows unique regulations. Unique goals. Unique data. Unique population. They aren't supervising staff who perform duties that several other teams do.
- In addition to work tasks, they mentor staff on the complex element of quality case management practices related to medical conditions, all kinds of treatment, care navigation, education and training services, career exploration, job development, domestic violence, trauma informed approaches, substance abuse, person, motivational interviewing, de-escalation, criminal history, serious mental health, etc.
- Network with many community partners related to their team function. Represent DSS. Greater Syracuse Works, CNY Works One-Stop, Syracuse Build/I-81 project, Resettlement agencies, SCSD, EOC, RISE, PIL, HHQ, Crouse, Industrial Medical Associates, Medical Answering Service, Private medical providers, Drug and alcohol treatment providers, Mental Health providers, Social Security Administration, Vol. Lawyers, Legal Aid, Private Lawyers, homeless shelters, etc. Certain partner collaboration is based on funding – local, FFFS, SNAP E&T funding – awareness of this.

This request will align the salary for Principal Employment Counselors with work activities and those they supervise.

### **FUNDING SOURCE:**

Salary savings in the 101. Averaging 45 vacancies throughout the department.

### **BUDGET:**

Annual increase for 6 Principal Employment Counselors = \$12,750.