



Onondaga County Legislature

JAMIE McNAMARA
Clerk

TIMOTHY T. BURTIS
Chairman

TAMMY BARBER
Deputy Clerk

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ENVIRONMENTAL PROTECTION COMMITTEE MINUTES – JUNE 18, 2024 **JULIE ABBOTT, CHAIR**

MEMBERS PRESENT: Dr. Kelly, Ms. Cody, Mr. Romeo, Mr. Brown

ALSO ATTENDING: See attached list

Chair Abbott called the meeting to order at 1:34 p.m. and the previous meeting's minutes were approved.

1. WATER ENVIRONMENT PROTECTION: Shannon Harty, Commissioner **a. Personnel Resolution**

Purpose: *The Onondaga County Department of Water Environment Protection (WEP) is seeking legislative authorization for the creation and funding of a Deputy Commissioner of Administrative Services (WEP). This Deputy Commissioner position will be responsible for the oversight of administrative personnel and human resource processes for the Department – including Employee and Labor Relations (ie. Workplace policies/procedures, complaint and disciplinary investigations and discipline, payroll, employee record keeping), Workforce Development (ie. Recruitment, Hiring, Onboarding, Workplace Safety, Training, and staff development) and Public Communication and Outreach. Executive management of these functions is crucial for aligning organizational goals with talent strategies, ensuring optimal utilization of resources, and fostering employee growth and engagement. The Deputy Commissioner will be responsible for advancing WEP's Workforce Redevelopment strategy and cultivating a culture of innovation, retention, and adaptability. Effective leadership in this area will also safeguard against legal compliance issues and promote diversity and inclusion, further bolstering Department productivity and reputation.*

Authorization of appointment up to Step 12 will allow WEP to provide a competitive job offer and salary to attract and retain optimum talent in this competitive job market.

Summary: *A Deputy Commissioner of Administrative Services is needed to provide executive oversight of human resource functions and ensure a cohesive Workforce Redevelopment program throughout the entire department.*

Fiscal Impact: *Appointment authorized by this resolution will be funded within the existing 2024 101 budget. There is no fiscal impact to the 2024 Operating Budget.*

Questions/Comments from the Committee:

- Have employees that this role oversees been involved in the conversation of a new Deputy?
 - Actively recruiting for unfilled Director positions
 - Staff below the Director position have been involved and recognize the need for supervision and guidance
- What was the thought process that lead to create a position rather than expanding roles with other positions?
 - Director's need a Supervisor
 - Commissioner is spread throughout the organization; work is getting held up

A motion was made by Dr. Kelly, seconded by Mr. Romeo, to approve this item. Ayes: 4 Noes: 1 (Brown); MOTION CARRIED.

2. OFFICE OF ENVIRONMENT: Mary Beth Primo, Deputy County Executive
a. Confirming the Appointment of Elizabeth Bough Martin as Director of the Office of Environment

- Deputy County Executive reviewed resume (*Resume on file with the clerk*)

A motion was made by Ms. Cody, seconded by Mr. Romeo, to approve this item. Passed unanimously; MOTION CARRIED.

b. INFORMATIONAL: A Local Law Regarding Residency for the Director of the Office of Environment

- Ms. Bough Martin currently lives in Madison County
- Local law will allow 9 months to find a home in Onondaga County

The meeting was adjourned at 1:47 p.m.

Respectfully submitted,



TAMMY BARBER, Deputy Clerk
 Onondaga County Legislature

ATTENDANCE

COMMITTEE: ENVIRONMENTAL PROTECTION COMMITTEE

DATE: JUNE 18, 2024

NAME (Please Print)	DEPARTMENT/AGENCY
Elizabeth Bough Martin	Office of Environment
SHANNON HARTY	OCDWGP
Mary Beth Primo	Co. Exec.
Joe Frateschi	Leg. Counsel
Darcie Lesniak	Leg
Jim Beebe	I
John DeSantis	I