

BOARD OF LEGISLATORS
48 Court Street, Court House
Canton, New York 13617-1169
(315) 379-2276
FAX (315) 379-2463

RUTH A. DOYLE
County Administrator

WILLIAM SHERIDAN
Chair, Board of Legislators

TO: St. Lawrence County Legislators and Other Interested People

FROM: Kelly S. Pearson, Deputy Clerk

DATE: April 23, 2021

SUBJECT: **SPECIAL BOARD MEETING AGENDA**

Attached is a copy of the agenda for the Special Board Meeting of the St. Lawrence County Board of Legislators on **Monday, April 26, 2021**, in the Legislative Board Room.

When any reference is made to any contracts not set forth in the agenda, the original documents are available for inspection by any and all persons and are filed in the Clerk of the Board of Legislators' Office.

Order of Business:

- I. Call to Order
- II. Suspension of the Rules
- III. Roll Call
- IV. Approval of the Agenda
- V. Presentation of Resolution
- VI. Adjournment

If you have a disability and need accommodations, please call the Board of Legislators Office at (315) 379-2276 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

April 26, 2021

RESOLUTION NO. _____

AUTHORIZING THE CHAIR TO SIGN A CONTRACT WITH THE AXELON SERVICES CORPORATION FOR RECRUITING SERVICES TO ASSIST WITH THE REPLACEMENT OF THE DIRECTOR OF PUBLIC HEALTH AND MODIFYING THE 2021 BUDGET FOR THE PUBLIC HEALTH DEPARTMENT

By Mr. Lightfoot, District 3

WHEREAS, during the last year, the COVID-19 Pandemic has expanded the influence and impact of St. Lawrence County Public Health across the Region and has been more impactful on the residents and visitors to the County, and

WHEREAS, the need for successful leadership in the Department is of paramount importance to ensure a stable future during the current vaccination period for COVID-19 and beyond the pandemic, and

WHEREAS, the Director of Public Health has resigned her position and an Interim Director was appointed at the end of March 2021, and

WHEREAS, the Chair of the Board of Legislators appointed a Search Committee comprised of three (3) members of each the Board of Health and the Board of Legislators with staff to seek a pool of candidates and make recommendation for a new Director, and

WHEREAS, the Search Committee has met and recommended a couple of strategies for recruiting and they include a local advertising effort with the addition of the services of a recruiting agency to create a comprehensive pool of candidates with potential to lead the St. Lawrence County Department of Public Health, and

WHEREAS, the County has spent approximately four thousand dollars (\$4,000) on advertising locally and regionally in Syracuse thus far; in order to acquire the services of Axelon Services Corporation a budget modification will be required to transfer funds from the contingency account as funds were not budgeted for this type of appropriation, and

WHEREAS, the cost of this recruiting agency varies based up on the cost of the salary paid to the successful candidate, the 2021 salary range for this Position is \$97,933 to \$120,581 which creates a range of \$19,587 to \$24,117, the requested budget modification provides for up to the amount necessary should the agency be the provider of the successful candidate,

NOW, THEREFORE, BE IT RESOLVED that the Board of Legislators authorizes the Chair to sign a contract with Axelon Services Corporation for the acquisition of recruiting services in the search for a new Director of Public Health, upon approval of the County Attorney, and

BE IT FURTHER RESOLVED that the Treasurer is authorized to modify the 2021 Budget for the Public Health Department, as follows:

DECREASE APPROPRIATIONS:

B1019904 49700	B SPEC Contingency Account	\$24,117
----------------	----------------------------	----------

April 26, 2021

INCREASE APPROPRIATIONS:

PA040104 43007

P ADM Other Fees and Services

\$24,117

BE IT FURTHER RESOLVED that the Search Committee will work with the Staff and the Axelon Services Corporation to return a recommendation to the Board of Legislators and Board of Health.