

**Establishing Policy For The Electronic Distribution Of The Ulster County Personnel Manual For Ulster County Department Heads, Managerial Staff, Legislative Employees And Board Of Election Employees**

The Government Operations and Efficiency Committee (Chairman Bernardo and Legislators Maio, Petit, Ronk, Madsen, Shapiro and Zimet) and Co-Sponsors: The Governmental Services, Environmental and Administrative Committee (Chairman Roberts and Legislators Belfiglio, Fabiano, Petit, Ronk, Richard Parete, Robert Parete, Rodriguez and Shapiro) offer the following:

WHEREAS, the Ulster County Legislature adopted Resolution No. 137, dated April 11, 2006, "Creating the E-Ulster Initiative," recognizing the importance of integrating new technology in local governments to enable their constituencies, and

WHEREAS, members of the Ulster County Legislature recognize their responsibility to protect the environment and provide paperless transactions where possible, and

WHEREAS, other government bodies including the federal government and numerous other counties throughout the United States have implemented electronic distribution of their personnel manual as part of their paperless initiative, and

WHEREAS, Ulster County strives to be a leader in environmental stewardship and green initiatives, and

WHEREAS, all Ulster County employees covered under this personnel management have access to Ulster County owned computers, and

WHEREAS, currently the Ulster County Personnel Manual for Ulster County Department Heads, Managerial Staff, Legislative Employees and Board of Election Employees is distributed 100% hard bound book and 0% distributed electronically, and

WHEREAS, distributing the Ulster County Personnel Manual for Ulster County Department Heads, Managerial Staff, Legislative Employees and Board of Election Employees, to all new employees electronically and with a link on the County website, will save the taxpayers thousands of dollars in printing and storage costs, and

WHEREAS, the Government Operations and Efficiency Committee has met and reviewed said request with a majority of the members voting approval, and

**Resolution No. 289 November 16, 2010**

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WHEREAS, the Governmental Services, Environmental and Administrative Committee has met and reviewed said request with a majority of the members voting approval, now, therefore, be it

RESOLVED, in conjunction with Resolution No. 279 dated November 16, 2010, all new and current employees will receive the newly revised Ulster County Personnel Manual for Ulster County Department Heads, Managerial Staff, Legislative Employees and Board of Election electronically, a cd version will be made available upon request and there will be a link to a portable document format (pdf) copy of the manual on the Ulster County website with a limited number of hard copies printed,

and move its adoption.

ADOPTED BY THE FOLLOWING VOTE:

AYES: 32                      NOES: 0  
(Absent: Legislator Shapiro)

FINANCIAL IMPACT:  
SAVINGS COUNTY DOLLARS

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STATE OF NEW YORK

ss:

COUNTY OF ULSTER

This is to certify that I, the undersigned Clerk of the Legislature of the County of Ulster have compared the foregoing resolution with the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 16<sup>th</sup> day of November, 2010, and that the same is a true and correct transcript of said resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the County of Ulster this 18<sup>th</sup> Day of November in the year Two Thousand and Ten.

/s/ Karen L. Binder  
Karen L. Binder, Clerk  
Ulster County Legislature

Submitted to the County Executive this

18<sup>th</sup> Day of November, 2010.

/s/ Karen L. Binder  
Karen L. Binder, Clerk  
Ulster County Legislature

Approved by the County Executive this

23<sup>rd</sup> Day of November, 2010.

/s/ Michael P. Hein  
Michael P. Hein, County Executive