

In general I would suggest that there be a baseline set of qualifications that are the minimums that must be met and then a series of additional qualifications, which may be substituted for. You should be looking for educational standards as well as experience standards and certifications from professional associations in the appropriate field. The educational qualifications should be at least a bachelor's degree and preferably a graduate degree from an accredited institution (no mail orders). Experience qualifications should include extensive experience in the field with a minimum number of years in a management or senior supervisory capacity.

My suggestions are in bold italics.

Section 401. **Department of finance; commissioner**; board of equalization and elective office of treasure abolished. There shall be a department of finance headed by a commissioner, who shall be appointed by the county executive subject to confirmation by the county legislature. The commissioner shall possess at least five years of practical experience in public accounting and be a licensed public accountant by the state of New York and/or shall have five years of administrative experience in the area of finance or shall possess a combination of said requirements.

Should possess ten years experience in public accounting with a minimum of five years experience as a senior supervisor or manager in a large public accounting organization and be a licensed public accountant.

Section 501. **County health district and department; commissioner**; qualifications; appointment and term. The county, including the cities, towns and villages and special districts situated therein, shall continue to be a county health district. There shall be a department of health headed by a commissioner. The county executive shall appoint as commissioner of health a physician duly licensed to practice medicine in the state of New York, who shall be experienced in public health administration and shall possess such qualifications as are prescribed in the state sanitary code or otherwise by the public health council of the state of New York. Such appointment shall be subject to confirmation by the county legislature and shall be for the term or balance thereof of the county executive making such appointment.

Section 601. **Department of law; county attorney**. There shall be a department of law headed by the county attorney, who shall be appointed by the county executive subject to confirmation by the county legislature. He shall be a member in good standing of the bar of the state of New York.

Section 701. **Department of parks and recreation; commissioner**; parks act repealed. There shall be a department of parks and recreation headed by a commissioner, who shall be appointed by the county executive subject to confirmation by the county legislature.

Hold a bachelor's degree in applicable fields with a graduate degree preferable in the broad field of parks, recreation and leisure services, preferably from a program accredited by The NRPA/AALR Council on Accreditation. Ten years progressively responsible experience in the administration of parks, recreation and leisure services in a comparable organization. Hold or be able to achieve Professional certification by the National Recreation and Parks Association.

Section 802. Powers and duties. **The commissioner of personnel** shall have, with reference to the civil service of the county, the powers and duties of a county civil service commissioner as provided by the civil service law, and, he shall be subject to supervision and control by the state civil service commission as are county civil service commissions. Provided, however, that the state civil service commission shall have exclusive jurisdiction to prepare and rate examinations and establish eligibility lists for all positions under the jurisdiction of the county personnel commissioner. The commissioner shall perform such additional and related duties as the county executive may prescribe.

Bachelor's degree in public administration or business administration with specialty area in public personnel administration with a master's degree preferable. Ten years progressively responsible experience in the administration of large, complex public personnel systems with at least five years in a senior management capacity. Hold or be able to

obtain Certified Professional credential form the International Public Management Association – Human Resources.

Section 901. **Department of environment and planning; commissioner;** qualifications. There shall be a department of environment and planning headed by a commissioner. He shall be appointed by the county executive, subject to confirmation by the county legislature. He shall possess not less than a baccalaureate degree in an appropriate subject field and suitable experience in private or public administration and environmental control or regional, county or municipal planning.

Possess at the minimum a bachelor's degree in urban planning or equivalent with a masters degree preferable and ten years progressively responsible experience in urban or environmental planning with at least five years in a senior management capacity in a large planning organization. Hold or be able to obtain AICP certification form the American Institute of Certified Planners.

Section 1001. **Department of public works; commissioner;** qualifications. There shall be a department of public works headed by a commissioner. He shall be appointed by the county executive, subject to confirmation by the county legislature and shall be a professional engineer licensed and registered by the state of New York.

Ten years progressively responsible experience in construction or public works administration with five years in a senior management position.

Section 11-B-01. **Department of mental health; commissioner.** There shall be a department of mental health, the head of which shall be the commissioner of mental health. He shall be appointed by the county executive subject to confirmation by the county legislature. The commissioner shall meet those qualifications fixed by the state department of mental hygiene and in existence at the time of his appointment.

Section 11-D-01. **Department of central police services; commissioner.** There shall be a department of central police services, the head of which shall be the commissioner of central police services. He shall be appointed by the county executive, subject to confirmation by the county legislature, from a list of three qualified candidates provided by the central police services board of trustees. The commissioner shall serve at the pleasure of the county executive.

Minimum of a bachelor's degree in criminal justice or public administration with ten years progressively responsible experience in law enforcement, five of which will be as a chief or deputy chief or command officer. Graduation form the FBI National Academy or Southern Police Institute preferred.

Section 11-E-01. **Department of senior services; commissioner.** There shall be a department of senior services, the head of which shall be the commissioner. The commissioner of said department shall be appointed by and shall serve at the pleasure of the county executive. There shall be no deputy commissioner nor shall any position be created, by whatever title, providing for duties and emoluments which would be appurtenant in fact to the office of a deputy commissioner of the department.

Section 11-F-01. **Department of Youth Services; commissioner.** There shall be a department of youth services, hereinafter to be known as the "Erie County Youth Bureau", the head of which shall be the commissioner. The commissioner of said department shall be appointed by and shall serve at the pleasure of the county executive. The commissioner may, within the appropriations provided therefor, appoint to serve at his pleasure, such deputies, assistant deputies and other employees, as he may deem necessary for the performance of his duties.

Section 11-F-01. **Office for the disabled; director.** There shall be an office for the disabled, the head of which shall be the director. The director of said office shall be appointed by and shall serve at the pleasure of the county executive.