



HUMAN RESOURCES DEPARTMENT

Personnel | Labor Relations | FMLA | ADA | EEO

Commissioners Update: March 19, 2018

Attendance: Commissioner Fund (1110), Commissioner Stamper (1114), Commissioner Jackson (1117), Daleyn Coleman, Archie Smith

Reporter: Archie Smith

Start Time: 1114

End Time: 1200

Budget

Administrative

Benefits

- Retirement – HR will look at retirement incentives
- Superior Court Judges' benefits: Discussed the Superior Court Judges losing the additional WCIF benefits when the Non-represented employees moved to PEBB for insurance coverage. Since this as an additional benefit and the judge's still have full complement of coverage, the BOCC sees no compelling reason to provide additional benefits. BOCC is open to have a meeting with the judges if they would like to speak about this issue more.

Employment Situations

- PHSS – advised the BOCC of some personnel matters. This was informative with no decision needed from BOCC.

Union Business:

- Negotiation update – Confidential discussion.

Policy

- Travel policy review- The BOCC's intent of the travel policy is so the employee may choose to use either MapQuest or odometer reading for any mileage reimbursement for single or multiple destinations.
- Time sheets - BOCC will develop protocol for internal BOCC non-exempt staff and their attendance at county functions. BOCC wants to ensure office coverage.

Training

Classification/Recruitment

- Recruitment information
 - Risk Administrator review. Discussed and reviewed questions for interviews.

- County Manager review. Commissioner Jackson moved that “all county directors and administrators report to the new county manager with protocols to be developed”. Second by Commissioner Stampers. Vote was 3-0 to approve. Commissioner Jackson suggested the county be more proactive of those asking for positions in the county by looking at the 2019 budget and forecasting the future positions and anticipating costs for those positions. No decisions made.

- Casual employments

Other

- HR Matrix – Follow up on BOCC employee onboarding. HR will work with department directors to create a first day employee process and orientation. HR has been receiving feedback from departments.
- Lunch/Break & FLSA – Discussed non-exempt employees stacking their breaks to run consecutively with their meal break. No decision made.
Discussion of internal personnel – until the county manager is hired, the BOCC agreed to have Steve Walton supervise the office staff in the BOCC. Commissioner Jackson to discuss with Steve.