

Montgomery County Board Personnel Committee Meeting Minutes

Date: Monday, January 28th, 2013

Time: 8:30 AM – County Board Room

Members Present: Chairman Mary Bathurst, Joe Gasparich, Jay Martin, Jim Moore, Mike Plunkett, and Board Chairman Roy Hertel

Members Absent: Dave Ronen

Others Present: Holly Lemons, Ron Duncan, Sandy Leitheiser, Ray Durston, Betsy Wilson

The committee met to discuss the following:

1. **Update/Approval Circuit Clerk's Union Local #148:** Committee will meet at 4:30 p.m. and then with the Union at 5:00 p.m. on Monday, February 11th in the County Board Room.
2. **Update/Approval Highway Dept. Union Local #1084:** Committee will meet at 5:00 p.m. and then with the Union at 5:30 p.m. on Monday, February 25th in the County Board Room. Gene Miles and Kevin Smith have been invited to negotiations.
3. **Update/Approval Fiscal Year Time-off:** Will have annual time-off reports next month.
4. **Update/Approval Employee Health Insurance:** Consociates will be invited to the February Meeting. And to the March Finance Committee meetings to discuss the employee health insurance.
5. **Update/Approval Labor Local #397:** Response was given to a FOIA request by Assistant States Attorney Betsy Wilson.
6. **Update/Approval Job Salary Survey:** Ron Duncan addressed the committee with a preliminary report for the Job Salary Survey and reported that Montgomery County is centered within averages across the State. There are a few positions at the high and low end and he will help with recommendation to address this issue. Three counties that closely mirrored Montgomery County were picked for comparisons. Some other counties had high salary level due to longevity. There should be a minimum threshold for compensation. Bathurst stated U of I is focusing on skill sets required. Look in O-Net data for skill sets – Ron Duncan will train someone in our County to make future updates to our information with the O-Net Data Information. Ron Duncan compliments all the Departments for all their cooperation during this process.
7. **Update/Approval SOA Office Personnel -Part 1/ Job Salary Survey -Part 2:**
 - **Go Into Executive Session:** Motion by Joe Gasparich, second by Mike Plunkett to Enter Into Executive Session to Discuss SOA Personnel Issue and Specific Job Survey results. All in favor, motion carried. Session starts at 9:09 a.m.
 - **Come Out of Executive Session:** Motion by Mike Plunkett, second by Jay Martin to Come Out of Executive Session. All in favor, motion carried. Session ends at 11:32 a.m.

Motion by Joe Gasparich, second by Jim Moore to Reject the Job Survey Information as Presented Today Based on Changes of Data as Needed. All in favor, motion carried. Ron Duncan will be here on Thursday to work with job descriptions and will give a template.

 - **Go Into Executive Session:** Motion by Jim Moore, second by Mike Plunkett to Enter Into Executive Session to Discuss Personnel Issue. All in favor, motion carried. Session starts at 11:35 a.m.
 - **Come Out of Executive Session:** Motion by Mike Plunkett, second by Jay Martin to Come Out of Executive Session. All in favor, motion carried. Session ends at 11:53 a.m.

No Action Taken

8. **Update/Approval Sheriff's Laborers Union #773 Part-time Employees:** Roy Hertel reported Union 773 has new rules for part time employees and has changed dues for different hours worked. Roy Hertel spoke with Union Business Agent Bill Troutt and Chairman Hertel wrote a policy and sent it to Mr. Troutt that would work with our payroll system. He has not received an answer from Mr. Troutt.

Motion by Jim Moore, second by Jay Martin to adjourn the meeting.

All in favor, motion carried. Meeting adjourned at 11:55 a.m.

The summaries of minutes were respectfully submitted by acting secretary Christine Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

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