

# Montgomery County Board

## Personnel Committee Meeting Minutes

**Date:** Thursday, June 26th, 2014

**Time:** 8:00 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, Betsy Wilson, Bill Purcell and Ray Durston

The committee met to discuss the following:

1. **Update/Approval Personnel Manual:** The Committee reviewed and approved the recommended changes by Betsy Wilson and Bill Purcell to Part 3 of the Personnel Manual Bathurst that addresses computer, internet and social media policies. A few other sections were discussed and revised. The committee also reviewed the changes that were made last month to Part 2 and approved the Drug and Alcohol section that was recommended by Betsy Wilson. The committee will review sections 3.4 to 3.12 for July's meeting.
2. **Update/Approval Local 773 in the Sheriff's Department:** Sheriff Vazzi has contacted Local 773 business agent Bill Troutt and has scheduled for him to meet with the committee to exchange proposals and start union negotiations at their next regular meeting on Thursday, July 31<sup>st</sup> at 10:00 am. The committee decided to change the start time of their meeting to 9:00 am instead of 8:00 am.
3. **Update/Approval Time off Balances - Quarter Ending May 31, 2014:** The committee reviewed the quarterly time off balances that were submitted by each department. The Health Department will submit their report for next month.
4. **Update/Approval Other Business:** Circuit Clerk Holly Lemons asked if there was some type of training for Supervisors that addresses hiring and terminating employees. Committee Chairman Bathurst stated that we can check with Julie Bruch to see if their office can provide this type of training. The committee also discussed the promotion of Ben Bishop to the Recycling Facility Supervisor position.

Motion by Jim More and second by Jay Martin to adjourn the meeting. All in favor, motion carried.  
Meeting adjourned at 9:00 am

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