

COUNTY PERSONNEL COMMITTEE
NOVEMBER 23, 1993, 6:00PM

MEMBERS

PRESENT: Chairman Billy King
Commissioner Lee Warren
Commissioner John Keefe

OTHERS: Cliff Strassenburg
Doug Candors
Danny Higgins
Marsha Fogle
Appropriate staff

The meeting was called to order by Chairman King.

AGENDA ITEMS

1. Discussion of Eligibility of Jailers for Enrollment in Law Enforcement Retirement System

Mr. Strassenburg reported that staff is determining who is enrolled in the program incorrectly. Questions are being developed regarding the status of monies paid into the 401K plan that will be submitted to the General Counsel for BB&T, the Retirement System and to the office of the Attorney General. These three entities will make a joint decision on the matter. A report should be forthcoming in a couple of weeks.

2. Discussion of Legal Services for the Sheriff's Department

Mr. King noted the Sheriff's concerns about legal representation for his office. The Sheriff has requested that the two positions transferred from his office, attorney position and secretary position, be transferred back to his department, along with the monies to fund said positions. He has indicated he does not feel comfortable requesting legal assistance from the County's Legal Department. It was also noted that monies in his budget used to retain outside counsel was taken by the Board in the Brewington Settlement. There is at the present time no monies available for retainers for outside attorneys. Major James Bowser, Sheriff's Department noted that there are more than \$4,000 in bills from Attorney Bobby Deaver that have not been paid. In response to a question, Major Bowser stated that the Sheriff is receiving legal assistance from the Institute of Government, the Attorney General and Attorney Bobby Deaver.

Danny Higgins, Deputy County Attorney, said his office is ready to assist the Sheriff when called upon. Mr. Higgins did recommend that the retainer monies be restored in the Sheriff Department's budget.

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Commissioner Lee Warren said he would be in favor of returning to the two positions to the Sheriff's department as requested. Chairman Billy King said he would like to see if the Sheriff and Legal Department could work out an amiable working relationship.

Following further discussion, there was a consensus of the committee that the Sheriff, the County Manager and the Deputy County Attorney should meet to see if their differences can be worked out.

3. Discussion of a Proposed Position in the Tax Collector's Office to implement the Meals Tax

Mr. Strassenburg told the committee that the Meals Tax would take effect January 1, 1994. It has been determined by Faye Parrish Tax Collector that a new position should be added to her office to oversee this new tax. Presently she does not have staff or equipment available to devote full time to this particular additional tax. Mrs. Parrish is requesting one employee, an accounting technician, be added to her staff along with departmental supplies and equipment. Annual Salary: \$21,944 plus fringes. Supplies and Equipment Cost: \$8,760.

Administration agrees with the need for this new position. Funding will come from the Meals Tax revenues.

Commissioner Warren suggested that the county utilize desks and file cabinets in storage, if there are any, for this new position.

MOTION: Commissioner Warren offered a motion to approve the position as requested along with supplies and capital equipment (utilizing desks and file cabinets the county has in storage or is not using for this position).

SECOND: Commissioner Keefe

DISCUSSION: Commissioner Keefe suggested that perhaps some of the meals tax money could be used for another internal auditor who will be auditing the businesses.

VOTE: UNANIMOUS

No action taken on a new internal auditor position.

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4. Discussion of Additional Staff for Day Care in the Social Services Department

The Social Services Department is requesting additional staff for Day Care in the Social Services Building. There is a need for a Social Worker 1, an Accounting clerk IV, Full Time, and an Accounting Clerk IV, Part Time. The Staff is necessary in the fiscal section to continue the timely process of the report. The increased volume of the program has prohibited the Social Work section from conducting facility reviews. The new Social Worker position needs to be added to facilitate social work plan reviews and facility monitoring. This addition should also free up some time so that all five Social Workers in the section can perform facility monitorings on a scheduled basis. Total staff cost for the rest of the fiscal year would be \$37,982. Also included would be the cost of equipment, approximately \$7,566.

Mr. Strassenburg noted that it is possible the State would match the county's appropriation in the future.

It is also suggested that the Social Work section and the Fiscal section be housed as one unit in the same building.

MOTION: Commissioner Keefe offered a motion to approve the positions as requested.

SECOND: Commissioner Warren

VOTE: UNANIMOUS

MEETING ADJOURNED: 6:45PM