

COUNTY PERSONNEL COMMITTEE MEETING
AUGUST 16, 1995, 2:00 PM

PRESENT: Lee Warren, Chairman
Tom Bacote, Commissioner

ABSENT: John Keefe, Commissioner (due to illness)

STAFF: Cliff Strassenburg, County Manager
James Martin, Deputy County Manager
Sheriff Earl R. Butler
Brenda Foreman, Sr. Staff Attorney
Pat Jones, Personnel Director
Major Charles Smith
Gail Rose
Rhonda Davis, Deputy Clerk
Press

AGENDA ITEMS:

1. Discussion of affects of the Proposed Pay Plan Option I on the Sheriff's Department Career Development Plan.

Pat Jones presented a graph showing a Salary Plan Comparison of the existing Sheriff's Department Career Development Plan versus the proposed County Pay Plan Option I. This graph compared the salary of a deputy sheriff from one to eleven years of service under Career Development Step plan and the proposed Pay Plan Option I. Ms. Jones noted a Career Development step is awarded to a Sheriff's Department employee after the first three years and then every four years until the employee has reached twenty-three years of service.

Sheriff Butler stated it appeared the proposed pay plan would be more advantageous to the Sheriff's Department employees than the existing plan.

Ms. Jones also presented a chart indicating Salary Plan Comparison Figures, along with the graphs for the positions of Sergeant, Major and Lieutenant, along with the Deputy Sheriff.

Gail Rose questioned how promotions would be given if there was no rank involved.

Ms. Jones stated that, under the new pay plan, a percentage increase will be developed for awarding promotions. There will be no more step increases. She noted an entirely new ordinance for the pay plan will have to be developed and implemented.

Commissioner Bacote informed Sheriff Butler that the staff, along with the Personnel Committee began working to develop a new pay plan last year because there was a severe problem with training people and then having them leave for higher paying positions elsewhere. Currently, there is no incentive for an employee with the county to stay.

Sheriff Butler noted under the current pay plan, he must give an employee rank in order to give them any type of promotion.

Commissioner Bacote asked if the projected figures to implement the plan would have to

be changed in order to include the Sheriff's Department employees.

Ms. Jones advised the committee that the Sheriff's Department employees were already included in the projected costs to implement the plan.

Sheriff Butler stated the Proposed Pay Plan Option I sounds like a much better plan and gives employees something to work for, as well as help them with their retirement.

Mr. Strassenburg stated there were refinements yet to be made to the plan. However, he assured Sheriff Butler that the final result would be better than what is being done at the present.

2. Other Committee Concerns.

Commissioner Warren questioned the new policy of advancing only 80% of per diem costs to employees who go out of town to a school. He had received some complaints regarding this.

Mr. Strassenburg stated a problem had developed with getting employees who were advanced money to "settle up" with the county after returning from the school, especially when that employee owed the county money. He advised of an instance in which it took approximately six months for one employee to settle his account with the County, and it was then learned that the employee never even took the trip. In essence, the employee received a six month loan from the county. These instances caused the implementation of the new plan which will only advance 80% of the costs before the trip is taken. It gives employees an incentive to settle the account when they return to work.

Mr. Strassenburg advised the committee members that the County will eventually need to go to a performance based pay plan wherein an employee will advance halfway up through their pay scale and then will be awarded raises based on performance.

Commissioner Warren asked if it would not be easier to develop this plan from the beginning instead of having to change later on down the road.

Mr. Strassenburg stated it would be easier to develop a performance based plan and start using it right away, however, the county will have to bring in a consultant to develop such a plan and there is a great need to correct the current problem we have as quickly as possible.

Ms. Jones stated the next steps to be taken in implementation of the Proposed Pay Plan Option I will be the changing of current policies concerning pay. The county will need to dispose of the policies that will not apply to the new plan. They will then need to build a data base so Personnel will know when an employee has moved from probationary to permanent status. They will develop a computerized form to be used.

Mr. Strassenburg stated he would like to see this plan implemented with next year's budget.

Meeting adjourned at 2:45 PM.