

COUNTY PERSONNEL COMMITTEE MEETING  
JULY 9, 1997, 1:00 PM

PRESENT: Tom Bacote, Commissioner (Arrived at 1:53 PM)  
Johnnie Evans, Commissioner  
H. Mac Tyson II, Commissioner

STAFF: James Martin, Deputy County Manager  
Doug Candors, Staff Attorney  
Ellen Fadden, County Personnel  
Rhonda Davis, Deputy Clerk

AGENDA ITEMS

1. **Review List of Employees on First Step in Their Pay Grade and Their Years of Service with the County.**

Commissioner Tyson advised the reason he asked for this information was to show how many employees who had been with the County for several years and still in the first step of their pay grade. Merit raises have not been given to employees since 1988.

James Martin noted one factor not captured in the list was if an employee was moved up from a lower pay grade to a higher one through a promotion. If that employee had received a merit or step in the lower pay grade, a promotion would move them to the first step of the new pay grade.

Commissioner Tyson noted there are County employees who have worked for the County either half of a decade or a full decade without the opportunity for a merit increase. He has spoken with the County Manager about lowering the years of service at which an employee could receive longevity pay. That may be something the County could afford to do.

Commissioner Evans noted the Personnel Committee and the full Board of Commissioners have talked about changing the longevity policy for many years.

Mr. Martin explained the printout and reviewed the summary sheet. The summary sheet gives the total number of employees from one to ten years of service and the cumulative salaries at each year.

Doug Candors explained the Career Development Plan with the Sheriff's Office employees. This is a type of longevity. Sheriff's Office employees receive this type of compensation as well as the longevity all County employees are entitled to.

2. **Review of the Proposed Position Classification and Pay Plan (Referred by Board of Commissioners).**

James Martin advised all Department Heads have been asked to look at the plan. There are some Department Heads who have already found obvious errors in the ranking of their employees. These problems are already being addressed by David M. Griffith and Associates. It may be two or three weeks before these problems are corrected. The Committee may want to wait to closely look into the plan once the obvious problems are worked out.

Mr. Canders also noted all the Department Heads are going to review the new job descriptions prepared by DMG. This process will also uncover any errors and problems that need to be corrected.

**3. Review of Comprehensive Benefits Survey (Requested by Previous Personnel Committee).**

Ellen Fadden reviewed the results of the survey. This is also a part of the DMG study. Seventy-one percent of the counties and municipalities contacted responded to the survey. She noted she specifically looked at how the County compared to the City of Fayetteville.

Commissioner Bacote mentioned the situation with the jailers at the Sheriff's Office and whether or not they could participate in the State Law Enforcement Officers retirement program.

Mr. Canders advised the State Legislature recently changed the Law Enforcement Officers Retirement Plan guidelines. All sworn law enforcement officers are now eligible for participation in the LEO Retirement Plan.

Ms. Fadden advised 63% of the groups responding to the survey offer tuition reimbursement to their employees.

Commissioners Bacote and Evans advised they would like to see the County involved in some type of tuition reimbursement plan. Commissioner Bacote noted he would like any plan to include a stipulation that guarantees the employee will stay employed with the County for a certain period of time after participating in the tuition reimbursement plan.

Mr. Martin advised all the new job descriptions will be distributed to Department Heads on July 10, 1997 for their review.

Mr. Canders also advised the new pay plan must be reviewed from a discrimination aspect to make sure it is not skewed, and result in lawsuits against the County.

**4. Other Committee Concerns.**

No other committee concerns were raised.

Meeting adjourned at 2:25 PM.