

CUMBERLAND COUNTY POLICY COMMITTEE
January 3, 2008 – 9:30 AM
REGULAR MEETING

PRESENT: Commissioner Jeannette Council
Commissioner Kenneth Edge
Commissioner Ed Melvin
James Martin, County Manager
Juanita Pilgrim, Deputy County Manager
Cliff Spiller, Assistant County Manager
Amy Cannon, Assistant County Manager
Sara VanderClute, Public Information Officer
Grainger Barrett, County Attorney
Harvey Raynor, Assistant County Attorney
James Lawson, Human Resources Manager
Laura Blackley, Human Resources Analyst II
Margaret Weaver, Human Resources Analyst II
Angie Cunningham, Print Shop Supervisor
Marie Colgan, Deputy Clerk

Commissioner Council called the meeting to order at 9:45 AM

1. Election of Chairman for 2008

MOTION: Commissioner Melvin moved to appoint Jeannette Council as Chairman of this Committee for 2008
SECOND: Commissioner Edge
VOTE: UNANIMOUS

2. Approval of Minutes: September 6, 2007

MOTION: Commissioner Melvin moved to approve.
SECOND: Commissioner Edge
VOTE: UNANIMOUS

3. Consideration of Change in County Flag

Commissioner Edge explained that this item has been brought before the Committee as a parade of county flags will be displayed at the upcoming 2008 NCACC Conference and this would be the appropriate time to determine if a change is desired. Members viewed several proposed flags that were provided by Angie Cunningham.

MOTION: Commissioner Council moved to recommend to the full Board the flag shown as Attachment B.
SECOND: Commissioner Melvin
VOTE: UNANIMOUS

4. Consideration of Proposed Overtime Policy

County Attorney Barrett informed members that Management, Human Resources and the Legal Department have completed an extended review of the County's Overtime policy. The proposal provided as a handout would revise the current provisions by removing it from the Personnel

Ordinance and would place it in the County Manager's hands for implementing a comp time/overtime policy which would give greater flexibility for changes in the future. The proposal addresses both the non-exempt and exempt employees with most changes being made to the exempt employee sections. Problems with employees moving from non-exempt status to exempt status have been addressed in this proposed policy. The policy also places responsibility on the Department Heads to make decisions regarding whether to provide comp time or pay for any overtime earned by non-exempt employees. Regarding the exempt employee who has worked time over 40 hours in a regular workweek, the name would be changed from "comp time" to "exempt time" and the hours accruable would be capped at 80 hours. A transition provision for exempt employees who currently have over 80 hours would convert it to sick leave, but no more than 2,080 hours could be converted. The proposed policy emphasizes that the Department Heads would be held accountable for managing comp time, overtime and exempt time. Members of the Committee emphasized the importance of this provision placing accountability on department heads. The proposed policy also states that supervisors/managers and department heads will be evaluated, in part, on their effective management of overtime. The removal of completing timesheets for certain exempt employees; such as management personnel, was also discussed. However, after a lengthy discussion, it was agreed that timesheets will continue to be filled out by those employees. Members agreed with County Attorney Barrett that a review of this policy should be conducted after a year to see if any revisions might be needed.

MOTION: Commissioner Edge moved to recommend the approval of the Proposed Overtime Policy to the full Board.

SECOND: Commissioner Melvin

VOTE: UNANIMOUS

5. Other Matters of Concern

No items discussed.

MEETING ADJOURNED: 10:25 AM