

Employee/Personnel Committee

Meeting Minutes

August 12, 2021 – 6:00 P.M. – Trowsdale County Courthouse – 2nd Floor

Present: Bill Fergusson, Mary Ann Baker, Vickie Howard, Rick Davis, Coy Dickey, Dwight Jewell, and Mayor Stephen Chambers.

Absent: Richard Johnson, Shane Burton, Amber Russell, Gary Walsh.

Others Present: Cindy Carman, Candice Hall, Rita Crowder, Shelly Brawner, Michael Potts, Tommy McFarland, Chris Gregory, Bryan King, Bill Hunt, and Jay Woodard.

Chairman Fergusson called the meeting to order at 6:20 P.M. conducted a roll call and welcomed Commissioner Rick Davis to this committee.

Approval of Minutes

Rick Davis made a motion to approve the minutes of the January 7, 2021 meeting. Seconded by Coy Dickey.

MOTION CARRIED

Discussion Items

- A. Direct Deposit Update – Mayor Chambers advised that requests for proposals had been sent out to Citizens Bank and Wilson Bank and Trust which were received Monday, August 9, 2021 and staff were reviewing them to make a recommendation. Also looking to implement direct deposit for employees the first pay period in November 2021.
- B. Municipal Code Title IV – Mayor Chambers advised that the current municipal code covers municipal personnel and has chapters for social security, group insurance plans, travel reimbursement, etc. and were carried over from the Town of Hartsville policies and would need to be reviewed/changed/updated.
- C. Proposed Changes to the Personnel Policy – Chairman Fergusson advised the last time this had been done was in 2017 with assistance from the State (MTAS, CTAS) as well as Department Heads and it took quite a while. He also expressed concern and request the new policy that had been presented with changes in red be resubmitted and any text that was omitted or changed be put back in with a line thru it making it easier to tell what exact changes were being made.

Mary Ann Baker asked when the Department Heads had been given the policy for review? Mayor advised April 2020, the County Commission made changes to the policy due to Covid -19 on April 7, 2020 and January 25, 2021. The policy had been sent in January, March or April again in May to Department Heads and Elected Officials for feedback and discussion. Also, County Attorney Branden Bellar as well as Officials from the State (CTAS/MTAS) had looked at the proposed changes.

At that time members scheduled another meeting for September 14, 2021 at 6:00 P.M. to further discuss the policy.

- D. Compensation Study – Chairman Fergusson advised that he had spoken with the Mayor and they felt it would be better if a representative with Burris, Thompson & Associates could be at the meeting to explain the study and answer any questions. Another meeting was scheduled for September 21, 2021 at 6:00 P.M

Public Comments

None

Adjourn

Rick Davis made a motion to adjourn, seconded by Coy Dickey and the meeting was adjourned.

*Minutes Submitted by
Committee Secretary
Mary Ann Baker
08-13-2021*