

Hartsville/Trousdale Employee/Personnel Meeting

Meeting Minutes

November 18th, 2021 1800 hrs – Trousdale County Courthouse – 2nd Floor

Present: Gary Walsh, Dwight Jewel, Roy Dickey, Rick Davis, Amber Russell, Vickey Howard, Shane Burton

Absent: none

Others: Mayor Stephen Chambers, Sheriff Ray Russell

Chairman Bill Ferguson called the meeting to order at 6pm.

Review of Minutes from last meeting

Coy Dickey made a motion to approve the minutes as presented. Seconded by Shane Burton

MOTION CARRIED

Election of Officers

Bill Ferguson was nominated as Chairman by Shane Burton. Seconded by Gary Walsh

MOTION CARRIED

Amber Russell was nominated as Vice Chairman by Shane Burton. Seconded by Rick Davis

MOTION CARRIED

Amber Russell was nominated as Secretary by Coy Dickey. Seconded by Gary Walsh

MOTION CARRIED

DISCUSSION TOPICS SECTION V

- Maternity Leave
- In Line of Duty Injury Leave
- Administrative Leave with PAY
- Inclement Weather Conditions
- Military Leave
- Termination Pay

Changes made to existing policies were taken from “Smith County Employee Handbook” and “Wilson County Employee Handbook”,

DISCUSSION TOPICS SECTION VI

- Types of Separation

Changed made to existing policies were taken from “Smith County Employee Handbook”.

DISCUSSION TOPICS SECTION VII

- Use of Local Government Vehicles and Equipment
- Drug Free Workplace
- Discrimination Statement
- Telecommuting from Home

Moving forward, it was agreed this document would need to be sent to Budget and Finance Committee.

Roy Dickey made the motion. Seconded by Shane Burton.

MOTION CARRIED

Other Business

Mayor Chambers asked that the current COVID LEAVE documentation be sent to the full body for approval.

Shane Burton made a motion that COVID document be amended by saying “14 business days” instead of “two weeks”. Seconded by Dwight Jewel.

MOTION CARRIED

Public Comments

None

Adjourn

Gary Walsh made a motion to adjourn. Seconded by Roy Dickey. The meeting was adjourned.

*Minutes Submitted by
Amber Russell*