

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

PERSONNEL COMMITTEE

JUNE 29, 2023 | 6:00PM | MAYOR'S OFFICE

MINUTES

Members Present: 5/6

Will Dennis, *Chair*

Alan Carman, *Secretary*

Grant Cothron

Steve Whittaker, *Vice Chair*

Brian Crook

Absent: Shane Burton

Others Present:

Mayor Jack McCall, Amy Thomas *CCFO*

Chairman Will Dennis called the meeting to order at 6pm; Grant Cothron led the committee in prayer. A quorum was determined with five members present.

Minutes from the March 16, 2023 meeting were reviewed.

Motion to accept as presented by Cothron; second by Whittaker.

MOTION APPROVED

Discussion Items

Review Personnel Policy Section VII, Item T Nepotism

It was found that intended wording was left out of a section. The wording was in the previous policy and was to be carried over to the current. The omitted wording addresses how personal relationships are to be viewed and handled by department heads.

Crook made the motion to recommend the addition to the Commission; second by Cothron.

MOTION APPROVED

See attachment of added language to Section VII.T

Review Personnel Policy Section V, Item N Administrative Leave

Review Personnel Policy Section V, Item O Inclement Weather Conditions

It is recommended by the County Attorney to remove this section, several employees and department heads abuse this section. Committee discussed that this is more of a department head issue and requested the Mayor to set up a meeting with the Department Heads. More discussion is needed and possible research into other counties' policies for different wording. The Inclement weather section was referenced to show that administrative leave is referenced. Dennis suggested if you make the policy so specific it would be detrimental and would not leave much "wiggle room".

Cothron made the motion to postpone the discussions on Sections N and O until the next meeting pending the Mayor's meeting with Dept Heads; second by Crook. **MOTION APPROVED**

Other Business:

Crook would like to discuss ORD 66-2012-22 at the next meeting. This concerns giving the department head the authority to hire for their department. Will need the Charter and Personnel Policy referenced concerning hiring procedures. Asks for ample time to discuss.

Next meeting date Committee set the next meeting for Thursday, July 20, 2023 at 6pm.

Public Comment – none presented.

Meeting adjourned at 6:26pm with a motion from Crook; second by Cothron.

*Minutes submitted by
Amy Thomas, CCFO*

SECTION VII

T. NEPOTISM

1. The County's nepotism policy prevents immediate relatives from being in a direct supervisory line with respect to each other. In order to guard against these practices, the County prohibits employees who are relatives from being placed within ~~the same line of~~ direct supervision where one relative is responsible for supervising the job performance of work activities of another relative, including participation in a performance evaluation and excluding emergency situations which affect the health, safety or welfare of the public.
2. For purposes of this policy, "immediate relatives" shall include a spouse, parent, child, sibling, stepchild, stepparent, grandchild, brother, sister, foster brother, foster sister, grandparent, mother-in-law, father-in-law, sister-in-law, brother-in-law, grandparent-in-law, other family members who resides in the same household, significant others, and significant others who reside in the same household.
3. This policy does not apply to individuals hired prior to December 31, 2020 and will not be retroactively applied. However, a transfer of position of an employee hired prior to December 31, 2020 will be governed by this policy to the extent that such an employee will not be transferred to a position where it would constitute a violation of this policy.

Moreover, to avoid the appearance of favoritism or bias, the County strongly discourages dating, romantic, or intimate relationships between employees if one of the employees exercises supervisory control over the other employee. The County also strongly discourages married couples from working in the same department especially if one of the employees exercises supervisory control over the spouse. If such a situation should arise, the County reserves the right to transfer one or both employees and take any additional action that the County deems appropriate.

Couples married prior to the effective date of this policy will be encouraged to transfer but will not be required.