

The Florence County Personnel and Law Enforcement Committee met at the Courthouse on October 3, 2013. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Johnson, Kelley, Steber, and Theer. Absent: None

Moved by Supervisor Johnson, seconded by Supervisor Steber to approve the Agenda. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Kelley to approve the minutes as read for September 5<sup>th</sup> regular meeting and the September 10<sup>th</sup> special meeting. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Johnson to approve Child Support's bills and recommend to Audit and Budget. Ayes: Five (5). Nays: None (0). Motion carried.

Barb Bauer, Aging/ADRC Director, presented the Committee with the Memorandum of Understanding (MOU) rental contract for the temporary meal site at the Hillcrest School Kitchen. She informed the Committee that corporation council also looked at the MOU and approved it.

Chairwoman Bomberg thanked Ms Bauer and recommended that the document also be signed by the County Clerk.

Moved by Supervisor Steber, seconded by Supervisor Johnson to accept the Memorandum of Understanding, (MOU) rental contract for the Hillcrest School Kitchen as recommended by Barb Bauer and the ADRC/Aging Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Patrick Smith, County Forester, presented the Committee with a summary of the process and list of applicants for the Assistant Forester Position. He explained that the Forestry and Parks Interviewing Committee interviewed 4 people and top candidate was Andy Nault.

Moved by Supervisor Kelley, seconded by Supervisor Theer to offer employment to the Assistant Forest Administrator Position as recommended by the Forestry and Parks Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Kelley, seconded by Supervisor Steber to advertise and interview for the Florence County Forester Position as recommended by the Forestry and Parks Committee. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to allow the Florence County Maintenance/Janitor a \$150 clothing allowance per year and add this to the Personnel Policy Manual as a revision as recommended by the County Clerk. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Steber to allow the Florence County Forestry and Parks/Highway Departments a \$150 clothing allowance per year and add this to the Personnel Policy Manual as a revision with the exception that if an employee damages an item beyond repair the employee turns in to Administrator for credit to purchase a new item, not to count against allowance. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Bomberg to report back next month with a total number of polo's to purchase for the employees that do not receive a clothing allowance. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Kelley for Donna Trudell, County Clerk, to work with Patrick Smith, Forestry Administrator, to implement the Tenant-User Liability Insurance Program for private events held in County buildings. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Johnson, seconded by Supervisor Theer to interview for the Florence County Veteran Service Officer Position. Ayes: Five (5). Nays: None (0). Motion carried.

Next on the Agenda, Sheriff Rickaby informed the Committee that he received ten applications for the Part-time Deputy and Part-time Corrections/Jailers Positions. Seven applicants qualified for the Corrections and three applicants qualified for the Deputy Positions. The tests are set for October 12<sup>th</sup>, 2013.

Moved by Supervisor Steber, seconded by Supervisor Johnson to continue the hiring process, test, and screening for the Part-time Deputies and Part-time Corrections/Jailers Positions. Ayes: Five (5). Nays: None (0). Motion carried.

The Sheriff's and Emergency Government's monthly reports were next on the Agenda.

Sheriff Jeff Rickaby presented the monthly report. He informed the Committee the month of September had 82 Incident Complaint Reports, 11 Accident investigations, 2 Felony Arrests charged, 8 Misdemeanor Arrests charged, 18 Citations, and 62 actual 911 calls. He also stated the Sheriff's Office is still working on getting all the repairs taken care of from the Lightening Strike from August 21, which hit the tower connected to the Courthouse, which destroyed several pieces of electronic equipment throughout the Jail and Courthouse.

Sheriff Rickaby informed the Committee that he has put all extra time off for the Corrections/Jailers and the Deputies on hold until they can get more staff trained in. He will come back to the Committee in December with the names of Officers that will need to carry over time into 2014.

Supervisor David Gribble, Chief Deputy Supervisor, presented the Committee with the rest of the August lightening strike. He also presented a quote for a new Jail Detention Console System for \$114,329 which was greatly compromised with the lightening strike.

Moved by Supervisor Johnson, second by Supervisor Steber to approve the Sheriff's and Emergency Government's monthly report, as presented. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Kelley, second by Supervisor Steber to approve the Sheriff's and Emergency Government's monthly bills with the additional bills and recommend to Audit and Budget. Ayes: Five (5). Nays: None (0). Motion carried.

Supervisor Kelley asked that the first of the year the Committee looks at wage increases.

Chairwoman Bomberg told the Committee that our labor lawyer will work with us to set up a work performance and evaluation process to allow the County to give fare wage increases.

There being no further business and on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Donna Trudell, County Clerk