

Personnel Committee  
Meeting Minutes

May 15, 2008

The meeting was called to order at 4:30 PM

Members Present: Ann Gill, Millie Dyer, Mike Lutz and Dick Joyce

Also Present: Frank Halpin, Dan Duffy, Sandy Lucas, Kathy Smith, Amanda Andreano, John Bates, John Callahan and Karen Connor

Kathy Smith, Health Department Administrator, gave an update including:

\*Three terminations-Environmental Health, RN and Volunteer Coordinator

\*One new hire-Part-time Environmental Health

\*Grant Applications-Dental and Tobacco

\*Request to increase hours for Teen Parent Services position

\*Request to designate 30 hours to RN to school visits and 7.5 hours to a Nutritionist for home visits for Family Case Management.

Dan Duffy presented the FY08/09 projected salary increases with a recommendation of 2.5% for non-union employees. A motion was made by Dick Joyce and seconded by Mike Lutz to recommend to the Finance Committee the recommended 2.5% increase for non-union employees. Motion carried.

Amanda Andreano presented the employee re-evaluations, including the Administrative Deputy Coroner, Chief Deputy Coroner and Solid Waste Technician.

A motion was made by Millie Dyer and seconded by Mike Lutz to deny the recommendation of the Human Resources Department for the Solid Waste Technician evaluation. Motion carried.

A motion was made by Millie Dyer and seconded by Dick Joyce to table the matter of the evaluations of the Deputy Coroner and Chief Deputy Coroner in order to give the committee further time to discuss the issue. Motion carried.

A motion to enter into Executive Session to discuss personnel issues was made by Mike Lutz and seconded by Dick Joyce. Upon roll call, the motion carried.

A motion to return to Open Session was made by Millie Dyer and seconded by Mike Lutz. Motion carried.

A motion to grant an additional three month leave of absence to the Human Resources Assistant with the option of returning before the three month time frame was made by Mike Lutz and seconded by Dick Joyce. The motion will be revisited at the three month mark.

In closing, Chairman Halpin added that he felt good about the fact that considering that the County employees over 200 people, there were only three requests for job re-evaluations and feels that this speaks highly of the moral of the County and its employees.

A motion to adjourn was made by Millie Dyer and seconded by Mike Lutz. Motion carried.