Personnel Committee
Meeting Minutes
September 11, 2008

The meeting was called to order at 4:30 PM

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

Also Present: Frank Halpin, Dan Duffy, Sandy Lucas, Attorney John Bates

A motion to approve the minutes for the August 14, 2008 and September 5, 2008 meetings was made by Millie Dyer and seconded by John Galloway. Motion carried.

No public comment.

Dan Duffy addressed a recommendation from the Finance committee in regards to the analysis of county contractual/stipend employees. Duffy stated that he had contacted these employees and asked them to draft contracts to be reviewed at the next scheduled meeting.

Duffy presented a spread sheet with the hours of operation of each county department, including whether or not the offices are covered during the lunch period. A discussion was held as to the offices that are closed for lunch and the possibility of making some changes. Ann Gill stated that she and Dan will further discuss the matter and revisit at the next meeting.

Dan Duffy told the committee that it had been brought to his attention that his contract as County Administrator did not follow the personnel manual as to the amount of sick days. A motion to amend the County Administrator's county contract to include twelve sick days as of 12-01-08 per the personnel manual. Motion carried.

A motion to enter into executive session to discuss personnel issues was made by Mike Lutz and seconded by Millie Dyer. Upon roll call, the motion carried.

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

A motion to instruct Attorney John Bates to proceed per his recommendation in executive session was made by Dick Joyce and seconded by Mike Lutz. Motion carried.

Dick Joyce discussed the computer misuse policy and the possibility of amending the policy in the county personnel manual.
A motion to adjourn was made by Dick Joyce and seconded by Millie Dyer. Motion carried

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