



**Minutes approved 08-23-16**

**HUMAN RESOURCES COMMITTEE**

James Carius Community Room  
Tuesday, July 19, 2016 – 3:33 p.m.

Committee Members Present: Chairman Mike Harris, Darrell Meisinger, Monica Connett, Jim Donahue, Nick Graff, Carroll Imig, Tim Neuhauser

Committee Members Absent: Brett Grimm, Terry Hillegonds, Seth Mingus, John Redlingshafer

Others Attending: Wendy Ferrill, County Administrator

**MOTION**                    **MOTION BY NEUHAUSER, SECOND BY CONNETT** to approve the minutes of the June 21, 2016 meeting.

On voice vote, **MOTION CARRIED.**

**MOTION**  
HR-16-20                    **MOTION BY IMIG, SECOND BY GRAFF** to recommend to approve a Policy Statement for safety boots.

Ferrill explained the need for our maintenance department to have safety boots. Strauman stated they are a composite toe that will protect the foot as well as protect against electrocution. The boots are approximately \$200 per pair.

**MOTION**                    **MOTION BY GRAFF, SECOND BY NEUHAUSER** to amend the Policy Statement to strike reference to steel toe boots.

On amendment, on voice vote, **MOTION CARRIED.**

On voice vote, **MOTION CARRIED.**

**MOTION**  
HR-16-21                    **MOTION BY CONNETT, SECOND BY DONAHUE** to recommend to approve a replacement hire for a Deputy in the Sheriff's Department.

On voice vote, **MOTION CARRIED.**

**MOTION**  
HR-16-23                    **MOTION BY NEUHAUSER, SECOND BY IMIG** to recommend to approve the County's participation in the Health Fair.

Ferrill stated this is an annual event geared towards employee wellness.

On voice vote, **MOTION CARRIED.**

**MOTION**  
HR-16-24

**MOTION BY NEUHAUSER, SECOND BY GRAFF** to recommend to approve a change in line item of an FTE.

Ferrill stated that last year the Legal Services division was dissolved. The duties of those positions were collections and service for the public defender. At this time our Circuit Clerk has determined he cannot provide the services for the public defender. One employee will be kept in the new compliance area and the second will now serve only the public defender. This is not a change in duties but who they report to.

Auditor Grashoff stated she does not want to zero out the part time position that is in the budget for the Public Defender, but change the description.

On voice vote, **MOTION CARRIED.**

Chairman Harris opened the discussion on BOR salaries. He asked Supervisor of Assessments, Gary Twist, to provide information.

Twist had provided the Committee with information on county compensations outside of Tazewell. He said each county has a variation of duties. Neuhauser clarified that a resolution was passed in April 2015 to put into place a mechanism to evaluate the staff for wage increases. Twist stated he believes they are compensated in the correct range. There was a percentage increase at one time that was tied to the non-union employees under a previous administration. He stated a small increase would assist with the morale.

Connett clarified these employees are covered under health insurance and eligible for IMRF. Her concerns were due to the IMRF audit in which there must be documentation of 1000 hours worked and there is no support for that.

Graff stated he would be supportive of a small increase but his preference is to remain under our Policy for review at appointment. The overall consensus of the Committee was to remain with our Policy. Graff requested a resolution be presented in August for a vote. Chairman Harris stated he would work with Ferrill and Twist to bring a recommendation to the August meeting.

**MOTION**

**MOTION BY DONAHUE, SECOND BY IMIG** to recommend to approve the bills as presented.

On voice vote, **MOTION CARRIED.**

Chairman Harris recessed the meeting at 4:10 p.m.

(transcribed by S. Beeney)