

COUNTY PERSONNEL POLICY BOARD

May 2, 2024

MEETING

Meeting was held Thursday, May 2, 2024, Commissioners Hearing Room, County-City Building, Lincoln, Nebraska.

Members present: Jeanne Sayers, Sherri Wimes, and Hannah Schmidt. Members absent: Jaydon Pence. Human Resources Department resource staff attending: Malerie McNair.

The meeting was opened at 1:30 p.m. by Vice-Chair, Hannah Schmidt.

Agenda Item 1 was the approval of the minutes from the April 4, 2024 meeting. It was moved by Jeanne Sayers and seconded by Hannah Schmidt to approve the minutes as presented. Motion unanimously carried by roll call vote.

Agenda Item 2 was the request to create the classification 9744 – Licensed Alcohol and Drug Counselor – C08. Barb McIntyre of the Human Resources Department explained that this is being created at the request of the Community Corrections Department. They have been unable to hire a Mental Health Clinician since July of 2023, so they are hoping to expand that candidate pool for this classification, in hopes to get someone employed. Barb McIntyre stated that County Board is also in support of this new classification and have approved it. Jeff Kilpatrick of the Community Corrections Department explained that this position is a lower classification than the Mental Health Clinician position and the educational requirements are less. Following discussion, it was moved by Hannah Schmidt and seconded by Sherri Wimes to approve the creation as presented. Motion unanimously approved by roll call vote.

Agenda Item 3 was the request to amend County Rule 18.4 – Qualification for Holiday Pay. Barb McIntyre of the Human Resources Department explained that the edited language is due to frequently having employees who are not working their normal or regular hours the day before or the day after a holiday. The rule originally stated that you must be working the normal or regular scheduled hours before or after a holiday to receive holiday pay. Barb McIntyre gave the example of IBEW working snow removal cases and how that is an instance where they are not working their normal or regularly scheduled hours. The edited language now reflects that as long as you are in a pay status the day before or the day after, you will receive holiday pay. Following discussion, it was moved by Hannah Schmidt and seconded by Jeanne Sayers to approve the amendment as presented. Motion unanimously approved by roll call vote.

Agenda Item 4 was the request to amend County Rule 19.10 – Absence Without Leave. Barb McIntyre of the Human Resources Department explained that the rule currently states that if an employee is absent for three or more days, without authorized leave, that employee will be deemed abandoning their job as volunteer resignation. Jeanne Sayers asked for clarification on whether leave needs to be authorized or not. Barb McIntyre explained that there are extenuating circumstances where an individual may not be able to let it be known that they can't make it to their job. In those situations, Barb McIntyre explained they want to be able to have the latitude to give grace when it is needed. Following discussion, it was moved by Hannah Schmidt and seconded by Sherri Wimes to approve the amendment as presented. Motion unanimously approved by roll call vote.

PERSONNEL BOARD

May 2, 2024

Meeting

PAGE 2

Agenda Item 5 was the request to amend the County Human Resources Policy Bulletin – Overtime Pay Policy. Barb McIntyre of the Human Resources Department explained that this Bulletin hasn't been used in 10 years, as Eric Brown was the last personnel board member elected by the employees to be appointed. Barb McIntyre stated that the updates include changing "Employee Advisory Team" to "Employee Advisory Roundtable", gender neutral language, "Personnel" to "Human Resources" and changing "Department" to "Agency". Tom McCarty of Keating, O'Gara Law suggested adding language to the ballot regarding who nominated the candidates next to their qualifications. Barb McIntyre stated that the ballot language will be adjusted every time depending on circumstance and even if there is only one candidate, the election process still needs to happen. Barb McIntyre agreed with adding language that states who nominated, but also stated again that it won't always be followed word for word. Jeanne Sayers shared her concern with votes being lopsided if who nominated the candidate was listed next to their qualifications. Hannah Schmidt pointed out a second "and" to be taken out of the second paragraph. Following discussion, it was moved by Hannah Schmidt and seconded by Sherri Wimes to approve the amendment as presented, with the change of adding the organization nominating the nominee to the ballot. Motion unanimously approved by roll call vote.

Agenda Item 6 was for the request for appeal hearing for Fop #32 – Carrie Hutsell – Suspension – Corrections. Tom McCarty of Keating, O'Gara Law represented the appellant. Ashley Bohnet of the County Attorney's office represented the County Corrections department. The proceedings were recorded by Susan McKenzie and are on file with her. Ashley Bohnet offered exhibits #1-#19, and #30. Tom McCarty had no objections. Vice-Chair Hannah Schmidt received #1-#19, and #30. Tom McCarty offered exhibits #20, #21, #22, #27, #28, #29. Ashley Bohnet had no objections. Vice-Chair Hannah Schmidt received #20, #21, #22, #27, #28, #29. Witnesses: Brad Johnson and Carrie Hutsell. Following discussion, it was moved by Hannah Schmidt and seconded by Jeanne Sayers to sustain the appeal. Motion unanimously approved by roll call vote.

Agenda Item 7 was for the election of Chair. Due to hard stop time, item has been continued.

Agenda Item 8 was for the election of Chair. Due to hard stop time, item has been continued.

There being no further business, the meeting adjourned at 4:15 p.m.

The next regularly scheduled meeting is tentatively set for Thursday, June 6, 2024.

Malerie McNair
Human Resources Representative

PC: Jeff Kilpatrick
Ashley Bohnet
Kristy Bauer
Carrie Hutsell
Susan McKenzie

Tom McCarty
County Agencies
Union Presidents
Barb McIntyre