

GUNNISON COUNTY PERSONNEL BOARD
MINUTES
July 27, 2006

The July 27, 2006 Personnel Board meeting was held in the Sheriff's Conference Room in the Gunnison County Courthouse. Voting Board members present were:

Kelly Balch, Employee Representative
Rich Corbett, Facilities Maintenance Supervisor
Ben Cowan, Employee Representative and Chairperson
Stella Dominguez, County Clerk & Recorder
Becky Greenwood, Employee Representative and Vice-Chairperson
Vicki Hildreth, in attendance for Judy Smith, Assessor
Melody Marks, County Treasurer
Jim Morris, PW Employee Representative
Frank Vader, County Coroner
Others present as listed in text

Also present were:

Debbie Moore, Personnel Director
Others present as listed in text

CALL TO ORDER: Chairperson Cowan called the meeting to order at 3:05 p.m.

SICK LEAVE TRANSFER CRITERIA:

The Board reviewed the current criteria for sick leave transfer requests pursuant to the Personnel Policies. Chairperson Cowan noted that the current policies as stated in § 8-1(h)(1)a. read as follows: "Employee must have made a conscientious effort to accumulate *sick* leave balances sufficient to meet the demands of expected absences (i.e., general illnesses, routine medical needs, etc.)." This criteria does not allow the Board to examine usage of vacation leave or compensatory time when deciding to approve or disapprove a transfer request. Chairperson Cowan stated he believes that there are certain circumstances that would warrant reviewing the other types of leave time in order to maintain credibility in the eyes of all employees. Treasurer Marks stated she believes it is imperative that employees use their vacation leave as desired because vacations are important for general well being. While the Board agreed this is true, there were some situations discussed that might have a detrimental effect to the credibility of the transfer process. For example, if someone knew a significant amount of leave time was needed for a planned surgery and that employee took paid overtime in lieu of compensatory time. If they then needed a sick leave transfer, the current policies do not allow the Board to deny the transfer request on the basis that the accumulation of leave time was not conscientious.

Moved by Chairperson Cowan to recommend to the Board of County Commissioners to strike the word "sick" in § 8-1(h)(1)a. Motion carried.

Interim County Manager Crosby joined the meeting at 3:30 p.m.

Sheriff Murdie joined the meeting at 3:40 p.m.

The Board discussed maternity leave and that it must legally be treated the same as any other medical condition or illness. This does not mean that time taken off to spend time with a newborn is sick leave, but certainly any time ordered by a doctor for recovery time, bed rest, etc. is considered sick leave.

SICK LEAVE TRANSFER REQUEST:

A department head presented a request for a sick leave transfer authorization. A full-time employee needs time off for a number of planned procedures. The employee exhibited a conscientious effort to accumulate leave balances prior to the procedures, but the death of an immediate family member required an unanticipated absence prior to the planned procedures. The transfer request meets all criteria per the Personnel Policies.

Moved by Vice-Chairperson Greenwood to authorize a sick leave transfer request for 80 hours. Motion carried unanimously.

BI-WEEKING PAYCHECKS:

Clerk & Recorder Dominguez presented a request to begin issuing bi-weekly paychecks to employees. Personnel Director Moore stated this would require additional staff. Clerk & Recorder Dominguez suggested the extra staff in the Finance Department might be able to assist in the check preparation. Chairperson Cowan stated the new position in Finance was authorized to account for the tremendous amount of grant dollars that the County receives each year and does not have any available time for other duties at this time. He also stated that payroll processing already takes a full week because the County issues as many as 230 paychecks per month. Most of the Board members present agreed that the benefits of having bi-weekly paychecks do not justify the additional staff time required.

ADJOURN: Chairperson Cowan adjourned the meeting at 4:00 p.m.