

GUNNISON COUNTY PERSONNEL BOARD
MINUTES
April 11, 2007

The April 11, 2007 Personnel Board meeting was held in the Commissioners' Meeting Room in the Courthouse. Voting Board members present were:

Beth Baker, Employee Representative
Ben Cowan, Employee Representative
Rich Corbett, Facilities Maintenance Director
Stella Dominguez, County Clerk & Recorder
George Lickiss, Employee Representative
Kristy McFarland, County Assessor
Randy Morgan, Employee Representative
Jim Morris, PW Employee Representative
Rick Murdie, County Sheriff
Paula Swenson, Commissioner
Frank Vader, County Coroner

Others present were:

Undersheriff Rick Besecker
Assistant County Manager Marlene Crosby
Personnel Director Moore

CALL TO ORDER: Chairperson Cowan called the meeting to order at 3:30 pm.

SICK LEAVE TRANSFER REQUEST: Assistant County Manager Crosby presented a request for a sick leave transfer authorization. This transfer request was for an additional month for a previously visited sick leave transfer request. The employee has not yet been released to work due to a number of health issues that cause a safety concern for the type of work the employee is required to perform. Crosby reported that Family and Medical Leave is about to run out. Personnel Director Moore reported that it is the supervisor's choice whether leave time can be extended beyond the 12 weeks allowed under the Family and Medical Leave Act.

Moved by representative Morris to grant a sick leave transfer authorization of 173.3 hours. Motion carried unanimously.

SICK LEAVE TRANSFER REQUEST: Personnel Director Moore reported that additional hours were needed for an employee who had a series of extended recovery incidents that kept the employee out of work. Sheriff Murdie reported that the employee has been released to work by a doctor. Personnel Director Moore reported that 81.78 hours were needed to cover the employee for hours already missed. This amount would bring the employee to a zero leave balance. Sheriff Murdie reported he is satisfied with the amount of leave time used in the past, noting that there were many large usages of time and that the employee uses more than any of his other employees. He and Undersheriff Besecker reported they would discuss sick leave usage with the employee and stress the importance to "settle down" on personal time to reduce the risk of being injured and missing work for an extended period.

Sheriff Murdie recommended that the Personnel Board bring the balance just to zero and not allow the cushion of 40 hours that the Personnel Board can grant due to the past usage of leave.

Moved by Representative Lickiss to grant a sick leave transfer authorization of 81.78 hours. Motion carried unanimously.

EMPLOYEE RECOGNITION BUDGET USAGE: George Lickiss, Randy Morgan and Frank Vader presented a draft of types of employee recognition for death of a current County employee or elected official and retirement/resignation recognition. Their recommendations are attached hereto.

The Board's consensus was that the ideas presented were very good and warranted a request from the Board of County Commissioner's to request a budget enhancement to provide funding. An appropriate amount will be determined by Chairperson Cowan and Personnel Director Moore based on past trends.

The second to last paragraph in the recommendations from the sub-committee recommended that retirement celebrations should be at the discretion and expense of the department. Much discussion ensued about the past lack of parity between retirement parties because of the size of departments, the size of budgets and other factors. Representative Lickiss stated he thinks the County should not be funding retirement parties and those who are throwing the party should carry the cost personally. Others concurred, but noted that smaller departments had fewer people contributing and thus, could not feasibly provide a fair party. It was noted that others would be willing to help plan, fund and develop a party for the smaller departments, but either do not know of a retirement or do not know help is being sought.

The Board's consensus regarding retirement parties is that the planning, funding and development of retirement parties for employees is the responsibility of their department head. With regard to retiring/resigning department heads, the responsibility will lie with the County Manager's Office.

The final paragraph noted that the Commissioners have the option of recognizing other events as they deem necessary. This is true of the Nienhueser tragedy, wherein the Commissioners offered to pay for the meat for the funeral reception.

The Personnel Board agreed that they could approach the Commissioners and/or Facilities Maintenance to begin implementation of the recognition package during 2007. Examples included planting trees for the recognition of the deaths of Fred Field, Barbara Smith and Norma Davis.

Finally, the Board agreed that employee recognition should be kept in a separate account in the Other Administration department in the General Fund so the costs may be distributed to all County funds.

Moved by Assessor McFarland to recommend to the Board of County Commissioners that a separate fund be established to account for and support the recommendations from the sub-committee as attached and direct the County Manager's Office to coordinate retirement parties for department heads. Motion carried unanimously noting that Commissioner Swenson abstained citing the need to vote on this as a member of the County of County Commissioners.

ADJOURN: Chairperson Cowan adjourned the meeting at 4:15 pm.

Employee Recognitions

March 28, 2007

Personnel Board Sub-committee: George Lickiss, Randy Morgan and Frank Vader

Group met to prepare a proposal to present to the Personnel Board regarding recognition of long term employees. The following recommendations are being made to the board:

1. Death of a current Gunnison County Employee or Elected Official

Purchase and plant a tree in the employee's memory. This could be in the green space between the Blackstock building and the Family Services building. A plaque would also be purchased with the employee name, date of death and years of service.

Estimated cost \$250.00 (Blue Spruce trees are \$35.00/ft per Rich Corbett)

2. Retirement/Resignation Recognitions

Committee consensus was that all long term (over 10 year) employees and elected officials leaving employment with Gunnison County in good standing (as deemed by the department head) should be recognized equally.

Recommendation is as follows

10-14 years of service = \$100.00

15-19 years of service = \$150.00

20-24 years of service = \$200.00

~~25-30~~ years of service = \$250.00

25-29
30-34
\$300.00

This could be in either cash or Gunnison Greenbacks.

Other retirement celebrations would be at the discretion and expense of the department as there is a wide range of feelings of how employees want to exit their employment.

Of course the commissioners always have the option of recognizing other events if they deem it appropriate (ie birth, wedding, death of a family member) but we did not feel we should make those a policy.