

# **PERSONNEL POLICY BOARD**

## **June 2, 2022**

### **MEETING**

Meeting was held Thursday, June 2, 2022, Commissioners Hearing Room, County-City Building, Lincoln, Nebraska.

Members present: Mike Thew, Steve Eicher, Jeanne Sayers, and Tara Paulson. Member absent: Eric Brown . Human Resources Department resource staff attending: Karen Eurich.

The meeting was opened at 12:00 p.m. by Vice-Chair Mike Thew.

Agenda Item 1 was the approval of the minutes from the May 5, 2022 meeting. It was moved by Jeanne Sayers and seconded by Tara Paulson to approve the minutes as presented. Motion unanimously carried by roll call vote.

Agenda Item 2 was the request to create the classification 5358—Civil Specialist—A19. Nicole Gross of the Human Resources department explained this request was for the County Sheriff's office. They currently have four Records Systems Specialist that all do different duties. They requested a class be requested to separate the civil activities from the records activities. The pay grade is the same as their current classification. Following discussion, it was moved by Steve Eicher, and seconded by Tara Paulson to approve the creation as presented. Motion carried by roll call vote.

Agenda Item 3 was the request to revise and change the pay grade of 9610—Statistical Modeling Analyst from C23 to C19. Nicole Gross of the Human Resources department explained this class is in the County Assessor's office. The position is currently vacant, and they have removed several responsibilities from the classification, therefore lowering the pay grade. Derrick Niederklein, from County Assessor's, gave additional information to the board. Following discussion, it was moved by Tara Paulson and seconded by Steve Eicher to approve the revisions and pay grade change as presented. Motion unanimously carried by roll call vote.

Agenda Item 4 was the request to amend County Rule 1 - Definitions. Barb McIntyre of the Human Resources department explained this amendment is to add the definition of our current process in that the personnel file is electronic, and to start changing the Rules to be gender neutral. Mike Thew pointed out the gender for the Reprimand definition was missed in the changes. Barb McIntyre indicated that would be fixed before going to County Board for approval. Following discussion, it was moved by Tara Paulson and seconded by Steve Eicher to approve the amendment as presented. Motion unanimously carried by roll call vote.

Agenda Item 5 was the request to amend County Rule 8.2 – Conditions Preliminary to Status. Barb McIntyre of the Human Resources department explained this amendment is to clarify current process language for electronic submission, cleaning up language, adding a paragraph to outline a process for when a pay grade change happens to a probationary employee, and the gender neutral change. Following discussion, it was moved by Tara Paulson and seconded by Mike Thew to approve the amendment as presented. Motion unanimously carried by roll call vote.

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Agenda Item 6 was the request to amend County Rule 17.7 – Rate of Pay as Result of Change in Pay Grade of a Class. Barb McIntyre of the Human Resources department explained this amendment is to clarify language for what step an employee will be placed on, clarification on eligibility date change for probationary employees based on the amendment that was just approved for rule 8.2, cleaning up language, and the gender neutral change. Following discussion, it was moved by Steve Eicher and seconded by Mike Thew to approve the amendment as presented. Motion unanimously carried by roll call vote.

Agenda Item 7 was the request for grievance hearing from Jamie Draper – County Engineer. Rick DeBoer of IBEW represented the grievant. Ashley Bohnet of the County Attorney’s office represented County Engineering. The proceedings were recorded by Sondra Petersen of Pell Reporting, Inc. and are on file in that office. Rick DeBoer offered Exhibits #1 through #4. Ashley Bohnet offered Exhibits #5 through #10. Vice-Chair Mike Thew received all exhibits. Witnesses: Jamie Draper, Leroy Geistlinger. It was moved by Tara Paulson and seconded by Mike Thew to deny the grievance. Voting YES: Tara Paulson, Mike Thew. Voting NO: Steve Eicher, Jeanne Sayers. It was moved by Jeanne Sayers and seconded by Steve Eicher to approve the payment of out of class pay to the employee. Voting YES: Steve Eicher, Jeanne Sayers. Voting NO: Tara Paulson, Mike Thew. Ashley Bohnet informed the board that per Kristy Bauer, a tie vote indicates the grievant did not prove their case and it is therefore denied. Mike Thew proposed the action be deferred to the next meeting in order for the research to be done on a tie vote.

Agenda Item 8 was the request for grievance hearing from Shawn Slezak – County Engineer. John Corrigan represented the grievant. Ashley Bohnet of the County Attorney’s office represented County Engineering. The proceedings were recorded by Sondra Petersen of Pell Reporting, Inc. and are on file in that office. Mike Thew informed the attorneys that originally this was presented to the board to just be a jurisdictional determination on whether or not the board should hear the grievance, therefore, that is all that would be done at this hearing, and if determined to proceed with the hearing, it would be scheduled for the July 7, 2022 meeting. John Corrigan offered Exhibits #1 through #10. Ashley Bohnet objected to exhibits #1, #2, #3, and #4 for hearing purposes, but was agreeable for them to be used for jurisdictional determination only. There was no objection to exhibits #9 or #10. Ashley Bohnet objected to exhibits #5, #6, #7, and #8 for jurisdiction determination. She also objected to exhibits #1, #2, and #3. John Corrigan withdrew exhibits #2 and #3. Vice-Chair Mike Thew ruled to sustain the objections for the issue of jurisdiction determination. It was moved by Mike Thew and seconded by Tara Paulson for the board to limit their scope of review to the issue of Mr. Slezak being entitled to his merit increase as a result of the failure to not get the evaluation done timely, and any issue as to the substance of the evaluation not be taken up as it is not a grievable issue. It is the preference of the board to have the parties try to resolve the issue, if not resolved, it will be placed on the board’s next agenda or after based on availability. Motion unanimously carried by roll call vote.

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There being no further business, the meeting adjourned at 2:50 p.m.

The next regularly scheduled meeting is tentatively set for Thursday, July 7, 2022.

Karen Eurich  
Human Resources Operations Specialist

PC:           Department Heads  
                  Kristy Bauer  
                  Ashley Bohnet  
                  Rick DeBoer  
                  John Corrigan  
                  Jamie Draper  
                  Shawn Slezak