

COUNTY PERSONNEL POLICY BOARD

September 7, 2023

MEETING

Meeting was held Thursday, September 7, 2023, Commissioners Hearing Room, County-City Building, Lincoln, Nebraska.

Members present: Jeanne Sayers, Tara Paulson, and Sherri Wimes. Members absent: Hannah Schmidt and Eric Brown, Human Resources Department resource staff attending: Malerie McNair.

In absence of the Chair and Vice-Chair, Tara Paulson volunteered to be temporary chair. The meeting was opened at 1:30 p.m. by appointed Tara Paulson.

Agenda Item 1 was the approval of the minutes from the August 3, 2023 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 revise classification 5765 - Jail Administrator. Barb McIntyre of the Human Resources department explained that the revisions reflect updated language and adds in a few knowledge requirements. Following discussion, it was moved by Jeanne Sayers and seconded by Sherri Wimes to approve the revision as presented. Motion unanimously approved by roll call vote.

Agenda Item 3 was the request to create the Workplace Weapons Human Resources Policy Bulletin. Before discussion, Jeanne Sayers asked for some clarification of the when County Rules versus a Contract takes place. Barb McIntyre of the Human Resources Department explained the hierarchy of Federal Laws, County Rules, and Contracts. Barb McIntyre then stated that this is a new policy in regard to LB77 that was passed regarding carrying weapons. Barb McIntyre said that although they have the right to carry weapons, when coming into work and work buildings, weapons are prohibited. Barb McIntyre brought up that this would also cover Volunteers, as they follow the same regulations as employees follow. Barb McIntyre also states that the public would not be under this policy bulletin, but that there is a separate Public Building Commission policy that is going through the process that deals with the public coming into the building. Barb McIntyre said that the definitions line up with the definition from the Public Building Commissions'. Tara Paulson asked if since this is a new policy, if that means weapons were allowed in the workplace before this. Barb McIntyre stated that no, they were not, but there was no specific policy that dealt with weapons in the workplace. Barb McIntyre also cross-referenced the Workplace Violence Prevention Human Resources Policy Bulletin stating that the two-policies work hand in hand. Jeanne Sayers stated that she has a problem with the bulletin because it hasn't gone to the Unions and the definition of Work Site. Jeanne Sayers asked if the Directors have seen the policy bulletin. Barb McIntyre answered that it was run pass the Employee Advisor Committee and emailed the policies to County Directors. Both times feedback was requested and incorporated from both. Following discussion, it was moved by Tara Paulson and seconded by Sherri Wimes to approve the creation as presented. Voting YES: Tara Paulson and Sherri Wimes. Voting NO: Jeanne Sayers.

Agenda Item 4 was the request to amend the Workplace Violence Prevention Human Resources Policy Bulletin. Barb McIntyre of the Human Resources Department explained that language has been modernized throughout and procedures were updated to be clearer. Barb McIntyre also pointed out the exceptions through law enforcement or other employees who may be required,

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because of their job, to use physical or violent force. Jeanne Sayers asked why the Employee Assistance Program was removed. Angela Skrivan from the Human Resources Department explained that the Employee Assistance Program is always available to all employees, but it doesn't pertain to the Workplace Violence Prevention Human Resources Policy Bulletin and that's why they chose to remove it. Tara Paulson brought up a language concern regarding "other person of authority". Barb McIntyre suggested adding "who will notify HR". Ashley Bohnet with the County Attorney's Department said that she thought the language should state "administrators, supervisors, managers, and law enforcement". Barb McIntyre agreed with Ashley Bohnet's suggestions. Following discussion, it was moved by Sherri Wimes and seconded by Tara Paulson to approve the revision with edits. Motion unanimously approved by roll call vote.

Agenda Item 5 was for the request of a single appeal hearing for FOP #32 – On behalf of all bargaining unit members impacted – Modified Duty Program – Corrections. Tom McCarty of Keating, O'Gara Law represented the grievant. Ashley Bohnet of the County Attorney's office represented the County Corrections department. The proceedings were recorded by Denise Lukasiewicz and are on file with her. Tom McCarty offered exhibits #1-#18. Ashley Bohnet objected to #18 on relevance. Tara Paulson received #1-#18. Ashley Bohnet offered exhibits #19-#21. Tom McCarty objected to #21 on relevance. Tara Paulson received #19-#21. Witnesses: Daniel Goodman and Brad Johnson. Following discussion, Tara Paulson announced that written closing statements would be requested from both parties before making a ruling. The deadline for submitting these statements was set for September 28th and are to be sent to Malerie McNair in the Human Resources Department to be distributed to the Personnel Policy Board Members. The ruling will be decided at the next meeting.

There being no further business, the meeting adjourned at 4:30 p.m.

The next regularly scheduled meeting is tentatively set for Thursday, October 5, 2023.

Malerie McNair
Human Resources Executive Assistant

PC: Department Heads
Matt Hansen
Kristy Bauer
Barb McIntyre
Tom McCarty
Ashley Bohnet