

COUNTY PERSONNEL POLICY BOARD

July 19, 2024

MEETING

Meeting was held Friday, July 19, 2024, Commissioners Hearing Room, County-City Building, Lincoln, Nebraska.

Members present: Jeanne Sayers, Sherri Wimes, Hannah Schmidt, and Mark Munger. Member 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 June 6, 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 following classifications of 5748 – Corrections Information Technology Manager (C25) and 5749 – Corrections Business Manager (C20). Amy Sadler of the Human Resources Department explained that The Corrections Department has requested to create both classifications. A market review was conducted on both classifications. The market review of class 5748 was supported for the pay range of C25. The market review of class 5749 was harder to find a match but was aligned with an operations manager classification that is already created on the County side and decided pay range is C20 is sufficient. There is one employee currently in both positions performing this work and they will be reallocated into these classifications. They will receive a 3.6% increase. Following discussion, it was moved by Hannah Schmidt and seconded by Sherri Wimes to approve the creations as presented. Motion unanimously approved by roll call vote.

Agenda Item 3 was the request to change the pay grade of the following classification of 7530 – Geospatial Administrator from (C25) to (C28). Amy Sadler of the Human Resources Department explained that The Assessor/Register of Deeds Department has requested to increase the pay range. Amy Sadler explained in June there were a bunch of GIS classifications that came to the board. They conducted a full market review during that time, and it supported the increase to C28 for the classification 7530. Amy Sadler stated that it has been approved by County Board and their budget. Following discussion, it was moved by Hannah Schmidt and seconded by Mark Munger to approve the change as presented. Motion unanimously approved by roll call vote.

Agenda Item 4 was the request to revise classifications 2845 – Accountant III (C21), 5751 – Correctional Officer (J01), and 5762 – Community Corrections Field Specialist (C05). Amy Sadler of the Human Resources department explained the class 2845 is within the Budget and Fiscal Office and they requested that this classification is being revised to include examples of grant work. They would like to use this position, rather than the Grant Coordinator position. Amy Sadler explained that class 5751 is being updated to clarify that not only a driver's license is required, but the employee must also be insurable to drive a county vehicle. Amy Sadler also explained that class 5762 is for Community Corrections and is being revised to reflect the current needs of the department, including the minimums to meet the requirements for the department to be accredited. Tom McCarty of Keating, O'Gara Law spoke on the revision to classification 5751 – Correctional Officer (J01). Tom McCarty stated the email he sent to the board. Malerie McNair provided a printed copy of the email to the board. Tom McCarty shared the email and

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walked through the issues he had with revising the classification. Tom McCarty stated that in November of 2021, the County changed its insurance to provide that any employee that has a mere negligent driving ticket, is now uninsurable to drive any county vehicles. Tom McCarty stated they did this without bargaining with the unions and informing anyone. Tom McCarty shared examples where this affected employees and said they would hope that the County would fix this with the carrier, but they have not. They are currently at the bargaining table, wanting to resolve this issue and were told that this is a part of the essential job function and then two days later got the notice that they were revising the classification. Tom McCarty voiced that the Union opposes this revision. Hannah Schmidt asked Tom McCarty if they were still at the bargaining table. Tom McCarty answered yes. John Ward from the County Attorneys Department shared that this is just clarifying requirements that have been there the whole time as an essential job function. John Ward shared that Director Johnson was under the impression before the amendment came forth that being insured by the County's insurance was part of having a drivers license. John Ward also shared that it goes back to Director Johnson's management rights under the contract to classify positions. Director Brad Johnson from the County Corrections Department added that since 2019, with the exception of 2020, they track how many inmates were taken to the hospital and it averaged 151 days out of 365 days that at least one inmate was in a hospital with treatment. With each inmate taken, it takes 6 correctional officers to get there and back, so it happens often. Jeanne Sayers asked if the County Board knows that this is going on. Director Brad Johnson answered that they do, and it is the carrier that they have chosen, based on the bid. Tom McCarty also provided information that this is also happening to County Deputies and effects the Juvenile Detention Center as well. Director Brad Johnson stated that this is not what he wants, and he has fought hard with County Board about it and he has done what he can, but the officers have to be able to drive. Following discussion, it was moved by Jeanne Sayers and seconded by Mark Munger to table the revision of the 5751 – Correctional Officer (J01) classification. Motion unanimously approved by roll call vote. Jeanne Sayers added why the addition of the "Lincoln Sports Foundation Motocross" in classification 2845. Dennis Meyer of the Budget and Fiscal Department shared that it is specifically the motocross that they do financial statements for. It has always been a part of it, but this is just specifically spelling it out. Following discussion, it was moved by Hannah Schmidt and seconded by Sherri Wimes to approve the revisions of 2845 – Accountant III (C21) and 5762 – Community Corrections Field Specialist (C05). Motion unanimously approved by roll call vote.

Agenda Item 5 was the request to amend the County Human Resources Policy Bulletin – Natural Disaster Leave Donation. Angela Skrivan of the Human Resources Department explained that this Bulletin's current version is from 2004 and the tornados that passed through this summer brought this policy bulletin into light for revisions. Angela Skrivan stated that a change within the bulletin was that an employee had to successfully complete 12-months of employment but has been changed to the end of their probation (which is most cases is 6-months). Angela Skrivan shared that #6, #7, and #8 were additions to the bulletin. #6 was added for future clarification that it must be related to a disaster. Angela Skrivan shared that within #7, there will be an amendment of the word "payment" to "pay" status. #8 is stating the Human Resources has the right to allocated and/or deny requests based on donations. Following discussion, it was moved by Sherri Wimes and seconded by Hannah Schmidt to approve the amendment as presented, with the amendment of "payment" to "pay". Motion unanimously approved by roll call vote.

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Agenda Item 6 was for the request for appeal hearing for IBEW – Veronica Johnson – Engineering - Suspension. Rick DeBoer and Josh Bassen of the IBEW Union represented the appellants. John Ward of the County Attorney's office represented the County Engineering Department. The proceedings were recorded by Susan McKenzie and are on file with her. John Ward offered exhibits #1-#10. Rick DeBoer had no objections. Vice-Chair Hannah Schmidt received #1-#10. Witness: Pam Dingman and Veronica Johnson. Following discussion, it was moved by Sherri Wimes and seconded by Hannah Schmidt to deny the appeal. Voting YES: Sherri Wimes and Hannah Schmidt. Voting NO: Jeanne Sayers and Mark Munger. The minutes will show the appeal as denied.

Agenda Item 7 was for the request for appeal hearing for IBEW – Josh Bassen & Rick DeBoer – Engineering – Union Time. Rick DeBoer and Josh Bassen of the IBEW Union represented themselves. John Ward of the County Attorney's office represented the County Engineering Department. The proceedings were recorded by Susan McKenzie and are on file with her. John Ward offered exhibits #1-#5. Rick DeBoer had no objections. Vice-Chair Hannah Schmidt received #1-#5. Rick DeBoer offered exhibit #6. John Ward had no objections. Vice-Chair Hannah Schmidt received #6. Witness: Pam Dingman. Following discussion, it was moved by Hannah Schmidt and seconded by Sherri Wimes to deny the appeal. Motion unanimously approved by roll call vote.

Agenda Item 8 was for the request for appeal hearing for IBEW Local 1536 –James Gibbs – Engineering - Suspension. Vice Chair Hannah Schmidt stated that the appeal will be continued due to running out of time.

Agenda Item 9 was Miscellaneous Discussion. There was no discussion.

Agenda Item 10 was Public Comment. There was no comment.

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

The next regularly scheduled meeting is tentatively set for Thursday, August 1, 2024.

Malerie McNair
Human Resources Representative

PC:	County Agencies	Barb McIntyre	Kristy Bauer
	Union Presidents	John Ward	Veronica Johnson
	Rick Deboer	Josh Bassen	James Gibbs