

**DATE:** November 26, 2025

**TO:** County Personnel Policy Board Members

**SUBJECT:** Personnel Policy Board Meeting  
**Thursday, December 4, 2025**  
**12:30 p.m.**, City Council Chambers  
County-City Building, 555 S. 10<sup>th</sup> St.

**A G E N D A**

ITEM 1: Approve Minutes from the November 6, 2025, meeting.

ITEM 2: Request to change the pay grade of the following classification:

<u>CLASS CODE</u>	<u>CURRENT CLASS TITLE</u>	<u>PAY GRADE</u>	<u>PROPOSED PAY GRADE</u>
4704	Casual Worker	A06 (\$29,515.20 – \$37,793.60)	A08 (\$31,678.40 \$40,580.80)

ITEM 3: Request to delete the following pay grades:

A06 \$14.19 - \$18.17 (\$29,515.20 - \$37,793.60)

A07 \$14.70 - \$18.83 (\$30,576.00 - \$39,166.40)

ITEM 4: Public Comment

ITEM 5: Miscellaneous Discussion

**End of Regular Meeting**

ITEM 6: Appeal of Medical Separation Termination – Christopher Davis and IBEW—Local 1536 – Property Management - Building Cleaner.

XC: County Agencies  
Union Presidents  
Barb McIntyre  
Kristy Bauer  
John Ward  
John Corrigan

# COUNTY PERSONNEL POLICY BOARD MEETING

## November 6, 2025

### Minutes

A meeting was held Thursday, November 6, 2025, Commissioners Hearing Room, County-City Building, Room 112, Lincoln, Nebraska.

Members present: Greg Meyer, Mark Munger Sherri Wimes, and Cori Beattie; Absent: Jaydon Pence. Human Resources Department resource staff attending: Carmen Flynn.

The meeting was opened at 12:30 p.m. by Chair Mark Munger.

Agenda Item 1 was the approval of the minutes from the October 9, 2025, meeting. The minutes were moved by Mark Munger and seconded by Sherri Wimes to approve the minutes as presented, with correction of the spelling of Cori's name. Motion unanimously approved by roll call vote.

Agenda Item 2 was the request to approve updated revisions to County Rules 5, 6, 7, and 9. Mark mentioned these were reviewed in depth last month and it comes before us this month to vote. Laura Leppky from Human Resources came forward to speak of updates in blue from the prior meeting. Laura noticed that 5.9.a. "shall" should read "may". Being that we don't always need to provide that information. Laura asked the Board, is there anything in the legislative version that does not align with the discussion from the last meeting. Following discussion, it was moved by Cori Beattie and seconded by Greg Meyer. Motion unanimously approved by roll call vote.

Agenda Item 3 was the request to revise Personnel Policy Bulletin 2015-3 – Drugfree Workplace Act Policy to 2025-3 Workplace Drug and Substance Use Policy. Barb McIntyre from Human Resources introduced Sarah Kroll to the Board and spoke on the reason behind changing this policy. We must consider Federal and State Statutes and public safety standards. Sarah Kroll from Human Resources came forward to speak of updates to the policy. Sarah spoke that the intent is to incorporate this same language, and this could be one of the substances that you have a prescription for, outline again that there are some positions that there will be a zero tolerance, i.e. working with children, large equipment operators, etc. Keeping in line with CDL, to reiterate that to our state statutes. Mark asked if they have a prescription, you might not even know, they might crash, my question is will you be randomly drug testing more actively? Barb responded by speaking about the Federal Motor Carrier Safety Administration, is zero tolerance. Even with a prescription, if you test positive, it is not allowed, and you are considered under the influence, which is not tolerated. We do have reasonable suspicion, which is in there. The policy says no impairment. Sarah stated that we are now including medical cannabis is that description. Cori asked is there a preferred way marijuana or cannabis. 3a says marijuana, should be cannabis. Cori spoke about CDL, cancer treatment, medical cannabis, you are going through a serious illness, good luck. Can we have any consideration of other positions when they are using medical cannabis for treatment. Seems cold that the person is going through a life changing event, and they lose all of their benefits, including their job. Barb mentioned this would fall more under ADA. Barb discussed there is a possibility that if employee can be relocated to a different position, if possible, what we have done, is provide a list to the employee that we think you could qualify for, encouraging them to apply. Barb and Sarah mentioned they would advocate for that employee to find something for them. Barb continued to go forward with explanation of the policy. This applies to all County employees and volunteers, no exceptions. We will update medical marijuana to medical cannabis. This could include over the counter items. A lot of the language comes from the DOT and Federal regulations. We want to

be complying with the federal mandates. Board asked is there a separate policy for alcohol use. Sarah mentioned they rolled that into this policy. Barb spoke on we do not share employee drug test results. Everything is kept confidential. Board asked how does this work when cannabis can stay in your system for weeks. They haven't been on it, but get tested? Sarah answered they would review with a medical examiner and ADA recommendations. Barb continued on with the description of the changes being made to the policy. Following the approval of this policy, there will be a training video coming out to all employees. Following discussion, it was moved by Mark Munger with the noted change of marijuana to cannabis and seconded by Cori Beattie. Motion unanimously approved by roll call vote.

Agenda Item 4 was Public Comment. Christopher Davis, former County Employee, came forward with concerns on the workers comp policy is looking looked at and modified, very vague 6-month section, ADA gives a lot more protection than what is listed. It is vague because disability covered with ADA you can't actually use the 6 month or no-fault policy you can use that to get rid of someone. Reworded, section added, the way it reads is passive. It reads restrictive, where ADA reads there is no limit, reasonable.

Agenda Item 5 was Miscellaneous Discussion. John Ward came forward, December 4<sup>th</sup> meeting will begin at 12:30 and there will be two separation grievances, no other things on agenda but these.

End of Regular Meeting: 1:14 p.m.

Agenda Item 6 was the Appeal of Termination – Benjamin Rowe and FOP 32 – Corrections Officer – John Ward, County Attorney's Office, came forward to inform the Board that this appeal was settled prior to this meeting. That December 4<sup>th</sup> meeting will have two separation appeals.

There being no further business, motion was made by Mark Munger and seconded by Greg Meyer to adjourn. Motion unanimously approved by roll call vote. Adjourned: 1:27 p.m.

The next regular meeting is scheduled for Thursday, December 4, 2025.

Carmen Flynn  
Human Resources Representative

PC: County Agencies  
Barb McIntyre  
Kristi Bauer  
John Ward  
Union Presidents



# OFFICIAL APPEAL

**NAME OF EMPLOYEE:** Christopher Davis

**DEPARTMENT:** Property Management

**CLASSIFICATION:** Building Cleaner

**WORK LOCATION:** County/City Building

**STATEMENT OF APPEAL:**

**List applicable appeal:** The County is not following all the ADA guidelines when an employee is injured at work. Also Mr. Davis has not been treated the same as others in the department in similar circumstances therefore the County is discriminating against him.

**Disposition of Appeal:** On March 26, 2025 Mr. Davis hit his head at work that needed emergency medical attention. Mr. Davis received a severe concussion that kept him from being able to work. During this time off Mr. Davis was receiving workmans comp pay, using a portion of paid leave pay, and was on FMLA leave. On September 26, 2025, Mr. Davis was able to go back to work with Doctors orders and work four (4) hour days and that he should be able to return to eight (8) hour days on October 10, 2025. However, Mr. Davis was not progressing as quickly as the Doctor had hoped so on October 7, 2025 Mr. Davis gave the County updated medical documentation from his doctor requesting that the 4 hour work days continue until November 4, 2025. On October 10, 2025 Mr. Davis received an email from the County letting him know that he was being terminated from Lancaster County effective immediately.

**Adjustment Required:** Give Mr. Davis his job back as a building cleaner and make him whole again.

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**IBEW Local 1536 is the representative to act in the disposition of this appeal.**

**Date:** October 27, 2025

**Signature of Union Representative:** Rick DeBoer

**THIS STATEMENT OF APPEAL IS TO BE MADE OUT IN DUPLICATE.**

ORIGINAL TO: Human Resource

COPY: LOCAL UNION APPEAL FILE