

MINUTES

The Spalding County Board of Commissioners held a Work Session in Room 108 in the Courthouse Annex, Monday, February 11, 2013, beginning at 9:30 a.m. with Commissioner Gwen Flowers-Taylor presiding. Commissioners Raymond Ray, Rita Johnson Samuel Gardner and Bart Miller were present. Also present were County Manager William P. Wilson Jr., Attorney Jim Fortune and County Clerk, Ex-Officio Ricky L. Clark Jr. to record the minutes.

Members of the Budget Review Committee were also present.

- A. The meeting was called to order at 9:35 am.
Invocation was led by Chipper Gardner.
Pledge was led by Bart Miller

- B. Agenda Items
 1. **Discuss revisions to the Spalding County Ethics Ordinance**
Jim Fortune reported:
 - a. Added a definition for official act, subparagraph 6
 - b. Section 1203.10 owing money, only a violation if it hasn't been paid within 90 days of notice
 - c. How we would select the three citizens. Changed the members must be a registered voter
 - d. Section B how we will draw. Each of the 3 commissioners will put three names in a pot. 1st draw will be the member, next will be the alternate. Same will be done for each district.
 - e. Gwen Flowers-Taylor– do we need to define what the review board is? Jim Fortune said subparagraph c, defines what review board does. We could add to the definition section.
 - f. Gwen Flowers-Taylor referred to Section 3 of B, and commented we can't just unappoint people. Jim Fortune said it is an individual appointment, good question. Gwen Flowers-Taylor said this would be the only board that we can officially unappoint. She feels the Board shouldn't be able to remove a member based on a decision made, etc. Jim Fortune said there are no conduct or attendance requirements, and it should be left in as he doesn't think anyone will abuse it. No activity to justify dismissal. Raymond Ray agreed with Jim Fortune. Only call as needed, no Gwen Flowers-Taylor thinks it needs to be defined and Raymond Ray agreed to spell it out.
 - g. Chipper Gardner asked if the ordinance mentions anything about a quorum. Jim Fortune said once a complaint is filed, 1204 B addresses the steps. Jim Fortune agreed we could add 1204 c majority vote shall determine . Chipper Gardner asked if it states all 5 members are required. Jim Fortune will add 3 members must be present. Gwen Flowers-Taylor said section 2- 1204 b needs to be changed. 3 citizens from each district needs to be stricken. Members must be registered voters.
 - h. Raymond Ray said 2-1204, B, 2, review panel needs to be changed to review board.

Gwen Flowers-Taylor asked if they needed to vote on these changes and William Wilson advised the changes will be made and the revised Ethics Ordinance will be on the February 18th agenda for first reading.

2. Discuss criteria for Spalding County Longevity Payments

William Wilson reported that Bill Gay found a court case that possibly relates linking discipline to longevity as creating an adverse action. William Wilson advised that John Lowery is out of town and has not given his opinion yet. William Wilson said the commissioners discussed longevity, COLAs, and step increases at the retreat and the BRC suggested step increases to help alleviate pay compression if funding is available. William Wilson said this might be a moot point given the budget situation. Chipper Gardner suggested they wait to hear something from John Lowery and wait until we get more into the budget to look one way or the other. William Wilson said at the retreat Rita Johnson and Gwen Flowers-Taylor favored a COLA, pending funding. William Wilson said HR will provide numbers as to the cost for each. Gwen Flowers-Taylor has problems with the longevity ordinance. Number 6 totally discredits number 2, and she has an issue with part-time employees receiving longevity since the leave issues do not apply to part-time employees. She feels it contradicts itself and is also concerned because you can't manage constitutional officers. Gwen Flowers-Taylor said longevity is a gift, and her real concern is with pay standards. A step increase should be based on performance, and she feels we should restructure how we do it. The only way we know if they are doing a good job is to evaluate. Set up a pay standard. There was discussion on step increases and hiring at a level higher than hiring rate. William Wilson explained jobs are assigned a pay grade. Step increases are only given during budget time. William Wilson said Gwen is referring to pay for performance, based on evaluation. Gwen Flowers-Taylor said we can require evaluations. Gwen said she not only means pay for performance, but for length of service as well, and this would allow employee to know where they stand. William Wilson said there is no funding for increases based on evaluations or length of service; historically only COLAs have been given by the BOC. Gwen Flowers-Taylor said we need to get together on the funding to make this happen. Chipper Gardner said there is a system in place but it is a matter of funding. Gwen Flowers-Taylor said our pay plan is messed up. Raymond Ray said we are not set up for pay for performance; longevity is used to help offset pay compression and to make up salary, and he would recommend that we review our policy, and make a recommendation to the board on what they think is doable. Ray also said we can't fix the problem in a 1 year, 2 or 3 year program. Gwen Flowers-Taylor said you have to start somewhere, tie longevity to performance. William Wilson advised staff will look at whole compensation plan. Gwen Flowers-Taylor asked how this helps us for this year. William Wilson explained longevity is paid in arrears – based on service for previous fiscal year. Adopted policies would go into effect July 1, 2014. These criteria couldn't be applied in mid-budget year. Rita Johnson said we need to crunch the numbers right now. William Wilson advised we are in the process of revising personnel policies, and we also need to take a look at pay plan. Wilson also advised the Board wants a bi-weekly payroll in the new budget. Wilson said he will get the Board a 2-3 year plan to see if we can find the funding to do it, and he will let them know as soon as he hears from Mr. Lowery. He also reminded

the Board if they want a policy a decision needs to be made prior to June 30.

3. Results of Blue Cross Blue Shield Health & Wellness.

Bill Gay distributed survey results to BOC. 63 employees participated.

Do you currently use a fitness facility: 28% yes, 71% no.

Would you use a facility if the county paid a small monthly payment: 50% yes, 30% no.

How much do you pay to use a fitness facility: 9.5% less than \$25 per month, 17% \$25 to \$50, 4% more than \$50.

How often do you use the facility: 1.6% 1 day a week, 19% 2-3 days per week, 11% 4-5 days per week.

Would a small supplement from the County increase your use: 33% yes, 1.6% no.

Why not using a facility: common response was not enough time and getting sufficient activity elsewhere.

Is there a facility close to you? 87% yes, 8% no.

Do you participate in Virgin Health Miles: 13% yes, 87% no.

Would you like information on using Virgin Healthmiles: 40% yes, 60% no.

Bart Miller commented the percentages are not based on a big percentage of employees. Supervisors and department heads were directed to have their employees complete the survey. Sylvia Hollums said their office was too busy with taxes to complete the survey, and all employees do not have internet access at work. Gwen Flowers-Taylor said we are under the gun as we have to do something before February 28th. Gwen Flowers-Taylor suggesting offering a family health project, and that an online survey may not be the way to do it. Department heads may know a better way. Chipper Gardner asked if the Budget Review Committee made a recommendation; and his suggestion is that the results probably wouldn't change much if we did another survey, so he is for the recommendations made by the Budget Review Committee, as they are the employees. Gwen Flowers-Taylor said Budget Review Committee members are not regular folks. Jinna Garrison spoke on behalf of the committee and said the recommendation is that we use the money to offer a rebate to employees who have gym memberships. Rita Johnson agreed this is an excellent way to use the money, however a reason for not using the facility was not money, so would money make a difference? Gwen Flowers-Taylor said we need incentives for employees, decrease health insurance premiums if they are doing x,y,z, give everyone else an incentive. Rita Johnson agreed with reducing health insurance premiums. Chipper Gardner agreed with paying Virgin HealthMiles membership for those participating. Jamie Clark mentioned this is a one-time \$40,000. William Wilson said we are meeting with BCBS on the 19th and he thinks we need to commit by that date, nail down how we want to spend it. Chipper Gardner suggested buying everyone a Wal-Mart gift card. William Wilson asked Bill to tweak the survey. Raymond Ray said we screened all employees, and recommend that we look at utilizing the \$40,000 to facilitate to improve the health of those identified, to motivate them to improve their health. Gwen Flowers-Taylor said HIPPA does not allow us to know who they are. Gwen Flowers-Taylor's employer offers incentives that offset her deductible. William Wilson suggested we offer to pay for Virgin for 1 year. Gwen

Flowers-Taylor asked what portion that would come up with and Wilson said less than \$25,000. Bill Gay said part of the cost goes to the County for the cost of the pedometer. Beth Griffin asked what about the health club? Gwen Flowers-Taylor said we will do both; the remainder will be used for the gym; figure out how much we are going to pay for each. Beth Griffin and Sylvia Hollums asked if this will apply to spouses and Wilson advised no, employees only. Louis Greene mentioned paying for the employee outing with some of the money and Bill Gay said we will use money from a separate pot of money. Rita Johnson likes the direction we are moving in. Gwen Flowers-Taylor suggested another survey. Beth Griffin said another survey won't help. Gwen Flowers-Taylor said we need to do a better job of communicating with employees; sometimes paper is still needed. Flowers-Taylor said for William Wilson to allocate percentages and tell us how much we can help with each area. William Wilson questioned the criteria for getting a health insurance reduction, would it be based on participating in either Virgin HealthMiles or a fitness center? Bart Miller asked if these things are going to help the insurance cost go down. Gwen Flowers-Taylor suggested bringing in a certificate or proof of completion, such as doing an online smoking cessation program. William Wilson said we will discuss these options with BlueCross BlueShield next week and report back to you. Jamie Clark stressed we need to be sure employees are aware this is a one-time thing; we won't have \$40,000 next year. Gwen Flowers-Taylor said maybe we can check and pick who we want insurance with. Bart Miller agreed we should offer Virgin HealthMiles, pay towards gym memberships, and decrease health insurance, which should provide something for everyone. Chipper Gardner agreed it is a good plan. Raymond Ray said we need to analyze the results of the survey: 29% use a facility, 71% do not. 50% said they may use a facility if the county pays a small monthly payment. Analyze what we are being told. Extrapolate that out to look at the bigger numbers. Gwen Flowers-Taylor agreed we need to take a closer look at the data.

4. Other topics.

Gwen Flowers-Taylor mentioned the purchasing policy and William Wilson advised the financial policies will be ready in 90 days.

- C. Raymond Ray made a motion to adjourn at 10:55 a.m. The motion was seconded by Chipper Gardner and unanimously approved.