

**PERSONNEL COMMITTEE MEETING
AUGUST 4, 2023 1:30 ANNEX BUILDING**

ATTENDANCE: Chairman Justice Harbans Mangat; Justice Tobbye McClanahan; Justice Betty Hepler; Justice Drake Brown; Justice Neil Burge; Justice Melinda Martin; Justice Rick Ash; Prosecutor Curtis Walker; Sarah Ramsey; Finance Kelli Jones; Major Rob Rounsavall; Captain David Gladden; Public Affairs Tom Henry; Judge John Alan Nelson; NEA Town Courier Revis Blaylock.

1. Meeting was called to order by Justice Harbans Mangat. Justice Mangat handed out information for the DTF Coordinator. DTF Case Coordinator was no longer with the DTF and wanted to split the position. One half for an investigator and one half for Sarah Ramsey. Split cost \$29,011.02. Job descriptions were provided. Minimum Case Coordinator. \$33,217.00, Midpoint \$41,521.00, Maximum \$49,825.00. Investigator, Minimum \$32,227.00, Midpoint \$40,284.00, Maximum \$48,341.00. Motion was made by Justice Tobbye McClanahan to eliminate the DTF Case Coordinator position and give one half of the salary to Sarah Ramsey and move to Finance. Second was made by Justice Drake Brown. Motion was made by Justice Tobbye McClanahan take one half of the DTF Coordinator salary and create an investigator position, 20 hours a week. Second was made Justice Betty Hepler. Motions passed and would go to Finance.
2. Sheriff's Department requested to promote a deputy to Patrol to Patrol Sergeant. Increase. \$1,180.51 until the end of the year. Motion was made by Justice Betty Hepler to move the request to Finance. Justice Burge said the recommendation came from the Fire, Police & Safety Committee. Second was made by Justice Tobbye McClanahan. Motion passed and moved to Finance.
3. Fire, Police & Fire Committee had a request for an additional security person. The Sheriff's Department wanted to hire a deputy that would not be assigned a car. The responsibility was to work security at the entrance and work the x-ray machine. Funded under the jail budget. Motion was made by Justice Tobbye McClanahan to create a slot for a courthouse security officer. Second was made by Justice Betty Hepler. Motion passed and would go to Finance.
4. Judge Nelson discussed the OEM position. OEM, 911/Flood Plain. Former OEM Officer had resigned. Judge Nelson suggested if two positions were filled it would be 911/Flood Plain. OEM the second position. One position would be all three. Pay and structure were different. Advertisements for the position were on the fourth week. One application had been received from Milwaukee. When positions were combined the salary was not raised to what Mr. Lendennie was making for being just 911/Flood Plain. Salary now \$40,355.00 for a 6.5 hour day. Max was \$47,300.00 with both combined. 911 addresses could not be done at this time. Judge Nelson requested the position be filled as soon as possible. Justice Ash recommended the position be 40 hours a week with an overtime budget. The Court was willing to pay more for the position. Committee didn't have a recommendation at this time. Judge Nelson would bring more information to Finance.

5. Warranty walk thru for the Blytheville Courthouse was coming up. CNI had a list of items that were not finished. D & L would be resetting the HVAC unit on the roof. Cleaning service started last week. Bid was lower than what expected. Metal detector from a grant received had arrived in Osceola. The old metal detector was moved to District Court.

6. Meeting was adjourned.

Minutes submitted by: Cindy George