

**PERSONNEL COMMITTEE MEETING
OCTOBER 8, 2019 ANNEX BUILDING**

ATTENDANCE: Chairman, Justice Rick Ash; Justice, Bill Nelson; Justice, Alvin Clay; Justice, Howard Norvell; Justice, Neil Burge; Justice, Molly Jackson; Justice, Michael White; Treasurer, Peggy Meatte; Assessor, Harley Bradley; Juvenile, Daryl Turner; Collector, Susan McCormick; County Clerk, Janice Currie; Finance Director, Kelli Jones; Public Affairs, Steven Savage; Judge, John Alan Nelson.

1. Meeting was called to order by Justice, Rick Ash.

2. Justice Ash stated there was an Ordinance that came before the Court in September for Deputy Kevin Cooper. The Ordinance was asking for Deputy Cooper to be able to bid on the signage for the new Courthouse. His company is Eagle Laser Engraving. The Court tabled the Ordinance to be presented to Personnel Committee. Judge Nelson stated Deputy Cooper has put the image of the existing Courthouse in Blytheville on a clay tile. The tile was given to the Judge's office. Justice Ash stated he would be bidding to the contractors and not actually be doing business with the County. The general contractor will be in charge of the bids. Justice, Howard Norvell made a motion that Eagle Laser Engraving be allowed to bid on County or Courthouse jobs. Second was made by Justice, Bill Nelson. Motion passed and will be presented to the Quorum Court October 22, 2019.

3. The Judge needs to fill a position that was contract labor. The County was paying Temps Plus \$14.75 an hour for the employee. Total \$14,936.00 per year. A slot needs to be created for the Judge's office. They would be doing data entry and bookkeeping. The employee is currently in a slot described as Scale House Operator at the landfill. Justice White stated the employee was hired before the request was brought before the committee. Justice White recommended she be put in that slot until brought before the committee. Justice Norvell stated we do not need to leave the employee in this position. A correct job description is needed. Job description will be Landfill Billing Clerk and be under the landfill budget. The new position is part time and there are no benefits, insurance or retirement. Justice Nelson asked Judge Nelson and Justice White why they hired an employee without going to the Personnel Committee for approval. What I would like to ask is not to hire any new employees before approval by the Personnel Committee. Judge Nelson stated it would not happen in the future. Justice Norvell made a motion to hire Joyce Sanders as Landfill Billing Clerk at the rate of \$15.00 an hour. Second was made by Justice, Bill Nelson. Motion passed and will go to Finance Committee to appropriate funds.

4. Meeting adjourned.

Minutes submitted by: Cindy George