OPERATIONS & PERSONNEL COMMITTEE MEETING July 23, 2018 5:30 P.M.

MEMBERS PRESENT

John Jackson
Patty Cox
Kevin Meachum
Jay Dunn, County Board Chairman

COUNTY PERSONNEL PRESENT

Rocki Wilkerson, Workforce Carol Reed, Auditor Mary Eaton, Recorder Jeannie Durham, County Board Office

MEMBERS ABSENT

Bryan Smith, Chair Jerry Potts Bill Oliver Dave Drobisch

The meeting was called to order by Acting Chairman, John Jackson at the Macon County Office Building. Chairman Dunn was present and became a voting member to make quorum.

MINUTES

Motion to approve minutes of prior meeting, June 25, 2018 made by Mr. Meachum, seconded by Ms. Cox and motion carried 4-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Mr. Meachum, seconded by Ms. Cox and the motion carried 4-0.

Motion to approve the claims as presented was made by Ms. Cox, seconded by Mr. Meachum. The motion carried 4-0.

REPORTS

Auditor's Office -

Macon County Board Resolution Approving Adoption of Annual 1,000 Hour Standard for IMRF Participation

Ms. Reed explained that the County has always been under the 600 hour standard. You can opt to do either one. Schools are under the 600 hours because they work less, but other organizations can opt to be 1,000 or 600. A couple of board members have asked over the years why we don't adopt the 1,000 hour standard because we would save some money. Once adopted, you cannot go back to the 600 hours. That would be the only pitfall, but Ms. Reed said she was not sure that it is even a pitfall. Once adopted, it only applies to new hires. If someone comes back to work again later, they would be under their old standard. This only applies to new people. In March, an analysis of the effect of raising it was done. The summary was that there are 25 part time positions that are enrolled in IMRF. Of those, 14 would not be under the new plan. They work between 600 – 900 hours. If 15 people were cut out from ever joining IMRF, our savings, based

on the current rate, would be about \$15,000 a year. If they are in it now, they will stay in it. The 1000 hour standard is pretty common for counties like us.

Motion to approve forwarding to the Finance Committee with recommendation to approve made by Mr. Meachum, seconded by Ms. Cox, and the motion carried 4-0.

County Board

Chairman Dunn had no report

County Clerk – No report

Recorder

Ms Eaton distributed her monthly report and offered to answer questions. Mr. Meachum asked if the department is in line with the budget. Ms. Eaton said it is looking pretty good.

FY19 Budget Presentation

Ms. Eaton reviewed her general fund budget. She explained that there were not many changes made. Some numbers were moved around, but it is the same as last year.

The automation budget shows the same revenue amounts as last year. The 5000 lines had some changes. Line 5405 is the remaining wages for the Chief Deputy. Line 5465 covers all the other employees. The \$3,900 added to that is their \$650 union contract increase. Due to the percentages in the benefits package, there are some numbers that have changed in those lines. Some money was added for plat books because there is a new one coming out this year and there have already been a lot of requests for those. Mr. Jackson asked Ms. Reed if there was a 3% increase in insurance through Gallagher. Ms. Reed confirmed but said she was still keeping with the same charge to the departments for this year.

The document storage budget revenues are a little low. Over the past several years, Ms. Eaton said she has not spent as much money out that, but does have a cushion there. The EDP loan has been paid off as of this month. Nothing else needed to be put into that line. A little extra was added to expenditures to cover the vender, paper, printing, toner, storage from Iron Mountain, Comcast for the server, etc.

Mr. Jackson asked about line 4292 being lowered. Ms. Eaton confirmed that she had lowered that revenue line. Mr. Meachum pointed out that there is only a \$575 difference from last year in the budget.

Mr. Meachum made a motion, seconded by Ms. Cox to approve moving the budget on to the Finance Committee Budget meeting with recommendation to approve. The motion carried 4-0.

Workforce Investments -

Ms. Wilkerson reported that the Sue Scherer Community Job Fair had been held last week. Last year, there were 175 in attendance versus 288 this year. There were 49 venders this year which is up by about 14 from the prior year. Sue Scherer, Andy Manar & a representative from IDES attended. Ms. Wilkerson said she had surveyed some of the attendees and determined that 111 out of 177 people were under age 24. Unemployment recipients numbered 65 while 190 said they were not and 33 did not respond. Attendees found out about the job fair through multiple resources. 50 people were told about it by a friend, 66 saw it on Facebook, 21 read about it in the newspaper, and 25 found out about it via the internet. It makes you think you need a combination of things and can't count on just one mode of advertisement. It was a successful day with a good turnout.

Last Friday, 13 CNAs graduated from the out of school youth program that had been put together at the Library. One award was given out to an individual that passed the test and is going on to LPN school and is getting a scholarship from Richland Community College. She was offered the job of her choice at Hickory Point. That was a motivating story to share with the other students. The rest of the students are starting a 6 week work experience today. Next Friday 13 guys will graduate from welding after doing the out of school welding class that started 8 weeks ago. There are 5 employers lined up to do work experiences. Ms. Wilkerson said she has a call into the Department of Labor about how to pick that welding class up and convert it into a preapprenticeship to start getting them developed for an apprenticeship program. That meeting will be next week.

All in all, there has been some success and everybody is working hard at Workforce. Chairman Dunn commented that some women can make good welders too. Ms. Wilkerson said she had had one woman in the class. She agreed that they need to beef that up a bit.

Mr. Jackson asked if the work experience companies are local. Ms. Wilkerson said they are all from Macon County. The one for the CNA had local students from this area. They were recruited at the library with a pretest session. 87 were tested and 14 were accepted. 13 graduated. She said they are teaching them how to go to work.

Citizens' Remarks - none

<u>Old Business</u> - none <u>New Business</u> - none

CLOSED SESSION None needed

NEXT MEETING: August 20, 2018

ADJOURNMENT Motion to adjourn by Mr. Meachum, seconded by Ms. Cox, motion carried 4-0, the meeting was adjourned at 5:45 p.m. Minutes submitted by Jeannie Durham, County Board Office