



OFFICE OF HUMAN RESOURCES

12 EAST 4TH AVENUE, SUITE 102 • ROME, GEORGIA 30161

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Merit Board Meeting Minutes

March 17th, 2026

Location: Floyd County Admin Bldg.
Conference Room
12 E 4th Ave, Ste. 102
Rome, GA 30161

Time: 1:00 p.m.

1. Call to Order

- The meeting was called to order at 1:30 p.m.
- **Present Members:**
 - John Harkins, Merit Board Chair
 - Amanda Billings
 - Betty Bailey Dean
 - Jim Ford, (Via phone)
- **Absent Members:**
 - Utamu Lackey, Merit Board Vice Chair
- **Staff/Guest:**
 - Susan Gass, Admin Services Division Director
 - Darryl Bowie, HR Director
 - Danny Womack, Chief Tax Appraiser
 - Holly Kempf, HR Tech
- **Introduction of guests:**
 - Mr. Bowie introduced all staff and guests

BOARD OF COMMISSIONERS
RHONDA WALLACE, CHAIR
SCOTTY HANCOCK, VICE CHAIR
MIKE BURNES
ALLISON WATTERS
DAVID THORNTON

ADMINISTRATION
JAMIE MCCORD, COUNTY MANAGER
DARRYL BOWIE, DIRECTOR

2. Personnel Action Items

- Creation of the Deputy Chief Appraiser job classification at paygrade 36, exempt for the newly created and vacant position in the Tax Appraiser's Office. Susan Gass introduced the item, while Danny Womack talked about why the creation of the new position was important. Increased workload, shorter, mandated appraisal timelines, plus the need for leadership/succession plan. (House Bill 121, House Bill 1328, & Senate Bill 26).
- Request to eliminate the Engineering Technician I job classification; reclassify the existing Engineering Technician I position to Engineering Technician. Plus retitle the Engineering Technician II classification to Engineering Technician, resulting in two Engineering Technician positions in the Engineering department. In addition, Human resources propose creating the Mail Carrier job classification to one part-time position allocated to the County Clerk's Office. Darryl Bowie explained how a recently retired employee in the Engineering Department also ran the mail room. He further noted the separation aligns with duties of each department for best practice of the county.

3. Motions and Vote on Personnel Action Items

- Motion to adopt made by Amanda Billings, seconded by Betty Bailey Dean. Vote unanimously by all members present.

4. Next Board Meeting

- Next Merit Board meeting scheduled for, April the 15th, 2026, at 2:00 p.m., location TBD.

5. Adjournment

- Motion made by Amanda Billings and seconded by John Harkins. Adjournment unanimously by all members present at 2:02p.m.

Merit Board Chair: _____

