



OFFICE OF HUMAN RESOURCES

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Floyd County Merit Board Meeting

General Meeting Minutes

November 16, 2022

Location of Meeting:

Floyd County E-911

5 Government Plaza

Rome, GA 30161

Present at Meeting:

Chair: John Reiners

Vice Chair: Nicholle Harrison

Merit Board Member - Eddie Chubb

Merit Board Member - Jim Ford

Darryl Bowie - HR Director

Cindy Morgan – HR Generalist

Stan Rivera – HR Tech

Chairman John Reiners called the General Meeting of the Floyd County Merit Board to order on November 16, 2022 at Floyd County E-911. Minutes from October meeting adopted.

Discussed ee appeal process being over, ee not shown up.

Chairman, John Reiners, introduced Victoria Helms. Discussed back up 911 center at eoc currently operated since middle August 22 due to renovation. Renovations include all new consoles, flooring, wiring, equipment at original center. The renovations at the main center expected to be finished in February 2023 for a more functional / cleaner work environment. Backup center located in eoc is smaller but used for renovations or having to vacate main center so 911 never goes down. Especially useful during covid. Thirteen ee's effected last year. Healthy ee's isolated at the main center and positive asymptomatic ee's at the backup center to prevent spreading.

BOARD OF COMMISSIONERS

WRIGHT BAGBY, CHAIR

ALLISON WATTERS, VICE-CHAIR

RHONDA WALLACE

LARRY MAXEY

SCOTTY HANCOCK

ADMINISTRATION

JAMIE McCORD, COUNTY MANAGER

DARRYL BOWIE, DIRECTOR

SUSIE GASS, ADMINISTRATIVE SERVICES

DIVISION DIRECTOR

The backup center is also used for training new ee's. Jim Ford questioned; Do training ee's get to listen in on live calls. Victoria states; during training it is beneficial for ee's to listen to live calls and pick up "radio ear" for them to practice and see how they react in emergency situations. Victoria states; they cannot pull all functions simultaneously at both main and back up. Nicholle Harrison asked how many ee's? Victoria Helms replied thirty-one full-time, five part-time; they only have 23 fully trained dispatchers at this time. It takes 6-12 months for full training for all.

Discussions on fully staffed 911 function and it is at 5/shift with 12 hours shifts. They had 13,930 calls for month of October; average around 500 day. Jim Ford asked how many true 911 calls vs non-emergency calls. Victoria stated approx. ¼ of calls are non-emergent. Some are animal calls, pocket dials. Hang up calls. John Reiners asked about more calls in evenings or days. Victoria Helms stated more calls during lunchtime and more in afternoon after school/work etc. due to wrecks and home break ins. The evenings from 5 pm – 11 pm are busier for calls. Victoria Helms referenced the tanker wreck the other day on Turner McCall and they took 28 calls in 3 mins. Jim Ford asked if police calls are more frequent than medical. Victoria Helms stated – 626 fire calls, Rome City Police Department over 4,000. Jim Ford asked if all were fires. Victoria stated most were false fire calls mostly fire alarms only or fire education when they are out as well. Jim Ford – does the public call dispatch or 911 first? Victoria Helms stated Alarm Company calls 911 after speaking with the person. Eddie Chubb – after third time police charges if alarm continues to go off. Victoria Helms – states yes that happens. Eddie Chubb – states he sets his off on purpose to make sure Alarm Company is functional and working. John Reiners – fire responds to medical also. Do they have more medical vs fire? Victoria Helms stated the fire department is sent to strokes, heart attacks, falls, etc. anything life threatening. Ten fire stations total and less ems stations. Fire responds faster than ems. Nicholle Harrison – what is biggest issue with staff as a supervisor? Victoria Helms- retention is # 1 and ee's having childcare and being able to retain ee's. The ones that can cope and do job function cannot have childcare. Nicholle Harrison questioned if 8 hour shifts would be better. Victoria Helms states they tried to do 8 hours, but still had the same issues. Victoria Helms stated they have access to tv during down times to help with stress. Nicholle Harrison – do you have protocol to assist? Victoria Helms – some had to walk out before and they bring chaplain in for counseling. John Reiners – how many ee's have been here past 5 years? Victoria Helms - Normally 5 years is burn out. Some are 20+ years and a few 6-7 years, some only 1-2 years. John Ford- at Tax office some still there he hired years ago and now it is a revolving door there and ee's come/go. Eddie Chubb - not as much stress on fire as there is county / police dept. most ee's he knows come there and stay if they stay over 1 year. Victoria Helms – Fire Department works 24hrs on and 24hrs off. It has helped retention there. John Reiners – Does the city have separate ems department than county? Victoria Helms – 911 covers Floyd/Redmond ems. Floyd has regular dispatch to dispatch their own non-emergency trucks, but Redmond does not 911 handles that. John Reiners – if you could have some improvement or addition to the department what would you wish or want? Victoria Helms – Someway to accommodate child care that's our biggest issue and not retaining ee's. John Ford – childcare center would help retention that would be open during night but during day

shifts begin 7 am – 7 pm and it is impossible. John Reiners – how many issues do other counties have with their ee's? – Darryl Bowie– we have not done a study on it, but some issues here and there. Eddie Chubb - female fire fighters? Victoria Helms. Only knows of 1 female and she very active on 5k/iron runs. Nicholle Harrison – Childcare is predominately an issue with ee's for most are females. Darryl Bowie – have you heard of any issues/resolutions from any other counties? Victoria Helms – Discussed 8 hour ee's but do not have enough ee's to do that and shifts would have to be completely rescheduled. Jim Ford – would still interfere with childcare. Victoria Helms – Tried to make accommodations with kids in schools so ee's do not miss games/programs, but hard to do. Eddie Chubb – do you have firefighters that swap shifts? Victoria Helms – Not sure about that. Eddie Chubb- work 48 hr shifts so they can get some time off. Victoria Helms – 911 ee's do same thing so others can go on vacation etc.

John Reiners thanked Victoria Helms for coming out and answering our questions. He asked if the backup facility will still be used once the renovations are completed and they move. Victoria said, yes.

Meeting continued after touring:

Darryl Bowie congratulated Nicholle Harrison on reappointing, Chubb unopposed. Agency in January swearing in.

Eddie Chubb – probate office swears in at probate office. Darryl asked - if they don't come out to meeting? Eddie Chubb- never came out before. Jim Ford – never been sworn in before. Darryl asked Cindy Morgan if we had documentation on previous swearing in. Cindy Morgan - only docs we have are 2019 when Harkins was re-nominated and docs showing Erin Elrod signed and sealed congratulating him.

Darryl – off record – merit board regulations

Darryl – on record – Will summarize class/comp. John Reiners has more responsibility than he ever knew. Darryl – merit board importance to review before things sent to board commissioners, to ensure proper practices/ laws are followed. Nicholle Harrison – so you are going to make sure this is being done? Darryl – most were sent straight to commission but merit board should handle first or invalid. In the past if the merit board was not recommending it, it was not done. Jim Ford – 25 years wasn't being done how long Darryl been here?

Darryl - 5 years. Needs to have practices, as they should be done.

Darryl - Facilities Management position – request 1 position to include post certification as the other position does. They take inmates out and some are not certified, request both positions are able to do so. John Reiners questioned; Additional \$7500 salary, Darryl replied potentially yes.

- Facility Management position – plumbing position retired, do not need, request to botch this position and change to electrician detail officer.
- Residential appraiser II wants to be app III already doing job functions. Explained I, II, III licensing and they are not compensated for it, but doing functions as III with an I classification. Perform work for license III vs an II. N – So not a promotion but reclass? Darryl - yes will post job and he will have to apply.
- Review courtroom clerk 7 & records clerk 6 – pay grade differences but both are doing equal possibilities, move both to paygrade 9 based on responsibility level.
- Equipment operator II – rec changed to eqpt op III pay grade 11 non exempt
- Budget dir or cash acct – titles need to be consistent rec budget manager pay grade 30 never been rec before, budgeting 70 mil year so position needed with clerical support other counties comparison. Jim Ford – what does nonex/ex mean? Darryl – fair pay act, nonex traditionally works for company, ex means exempt from act, John Reiners – does that mean no OT pay? Darryl – correct. John Reiners – Ga Highlands stopped it due to consistent ee's 50-60 hrs weeks can be liable. Darryl – Correlation between salary/nonexempt. John Reiners – fast food making ex managers but still working them 60-70 hrs week ended up having to pay back wages
- Darryl - assistance finance director – moved from pay grade 28 to 31 adjustment required vs director. Jim Ford – now big increase salary? Darryl – moved about 12%, salary ranges supposed to be standardized, been changing numbers but not classes. Survey is being worked on, but not complete yet.
- Deputy clerk I position – convert to acct clerk I to pay grade 10 to track financials for sup ct. someone trained in financials. John Reiners questioned about consultants to come in and look at this. Darryl – they are HCCC diversity training. Management liked it, consultants always 3rd party. Immediate needs Darryl handles himself. Same evaluation system used by government, uses FES system so we can score and grade ourselves, need someone specializing in compensation classifications. Primarily using FES evaluation system.
- Supposed to have class/comp plan annually. Comp/class same as last year but updated on salary increases/new classifications. Ongoing process prior to sept 30 updated. Asking for support, last year's documents updated numbers, one includes enhanced premium pay plan. Went over with management team; they agreed it was needed. Right now ee's get more licensing get more work but no extra pay. Discussed ee's acquiring more credentials for more pay. Discussed pages 6-12 differences proposing up to 15% base salary if you get licenses, certificates, beyond what is minimum required. If job requires bachelors and you get it you get additional pay along with new projects. Did surveys comparable to other areas. Added in budget for new hr system. John Reiners – temp increase for duration project? Darryl - yes along with professional certificates. If you had certificates and it adds value, you can get min of 5%. John Reiners - is professional certificate retroactive? Darryl – management asked if affordable? Hesitant on retro pay due to costs. Jim Ford – pay raise for bachelor's degree? If you already

have it, do you get a bump? Darryl – not if its required for job. Degree has to be related to job performed. John Reiners – what about if you got a different grad degree? Darryl - no.

- Page 11 – ee's take on additional duties/projects, comm ? if do add incentive pay. Interior detention staff has issue at jail/prison, detail officers same pay grade with plumbing etc, should be diff class to incentive ee's to stay inside. Appraisal board asked for incentive in line with comp/class adjustment. Nicholle Harrison – is it just appraiser has 7 % increase vs others? Darryl - it is based on promotions at 7.5 in supervisory role vs certification at 5%. Reiners – Ideally, you put in place with premiums.

Darryl – yes more developed and proficient.

Nicholle Harrison – addition to tuition assistance?

Darryl – yes

Darryl – January 24th 6 pm, commission meeting recognition, HR Department GLGPA award large agency award got last week. Last won in 2018. Improving process on ongoing basis.

Jim Ford – in tax office civilian was cleaning vs inmates? Darryl – have 2 female janitors in CH working. Jim Ford – inmates normally do this? Darryl - always had 2 janitors. Jim Ford – surprised to see civilian working there. Eddie Chubb – things changed a lot.

Darryl - Support of board for recs to be valid?

John Reiners – can merit board add their recs with premiums?

Nicholle Harrison – agreed

John Reiners – can county afford it?

Darryl – absolutely. Issue of retro vs forward.

Eddie Chubb – forward vs retro

John Reiners – make change as of new comp plan approved

Nicholle Harrison – capped at 15% correct?

Darryl - correct

John Reiners – do you have a fair bit of promotions?

Darryl – a lot of turnover in first 2-3 ranks, retention ranks stable

John Reiners – typically director leaves assistant promoted?

Darryl – Typically, yes some leave. No one pending now to leave. Most do 10 yrs. for retirement.

John Reiners – been impressed going around to departments and meeting managers in each.

Darryl – all departments doing well.

John Reiners – still intrigued doing city/county plan together such as road paving etc if they can share equipment or salary survey between the two at same time to serve both departments.

Darryl – on agenda to be discussed.

Jim Ford – turnover rate for ee's this year?

Darryl – I do not have the numbers.

John Reiners – retention / turnover same?

Jim Ford - Questions pressing on new hires for benefits, they do not look at what they have lost.

Stan – Tracey promotes benefits / pension in orientation to new ee's and promotes county.

Jim Ford – so many do not look at this. Overfunded on retirement / closing out vs rolling over. Most want cash instead.

Eddie Chubb- age of person and responsibilities. Looking at now vs long term. Age is factor with younger.

Darryl – most do not have deferred benefit pension plan where ee's do not have to pay

Eddie Chubb- County pays all.

Darryl– vote on all recs?

John Reiners – strongly support plan on recs if passed.

Eddie Chubb - if Darryl feels good about it has merit board support

John Reiners – Next meeting Wednesday, January 3rd. Skip December.

John Reiners adjourned the meeting and all agreed.

Minutes submitted by: Cindy Morgan