

PERSONNEL COMMITTEE

FEBRUARY 26, 2019

The meeting was called to order at 5:00 p.m. by Chairperson Becky Williams. Committee members present were Tim McCarthy, Barry VanHoozen and Becky Williams. Also present were Bridgette Kabat, City Administrator, and Laura Alkire, Law Director.

REQUEST TO AMEND ALL JOB DESCRIPTIONS FOR NON-BARGAINING UNIT EMPLOYEES REGARDING RESIDENCY REQUIREMENTS

Ms. Alkire said that residency requirements for employees not covered by a bargaining unit contract have not been provided for in the Ohio Revised Code since 2006, and the Supreme Court made their ruling in 2009 to eliminate residency requirements. However, the City's ordinance has not been changed. Ms. Alkire added that there is language that provides for residency requirements within the county or an adjacent county for positions that are vital in emergency and disaster situations. She recommended that the Committee review the City's list of positions that should be included because the existing list seems to also include positions that would not be needed in case of an emergency or disaster. She also recommended that the job descriptions for non-bargaining positions be changed to refer back to either the ordinance regarding residency requirements or a collective bargaining agreement. The Committee said that they would like to see these changes made at the same time. Ms. Alkire said that the Administration will talk internally about who should be on the list. She will then make a recommendation about the emergency and disaster list along with a draft ordinance.

INTRODUCE PROPOSALS FOR WAGE AND COMPENSATION STUDY FOR NON-BARGAINING POSITIONS

Ms. Kabat distributed packets to the committee for their review regarding a wage and compensation study for non-bargaining positions. Ms. Kabat stated that Ms. Chalfant reached out to three companies who do this type of study. Frost Brown Todd responded but did not put in a lot of effort on describing their process. The other two proposals were from Clemans Nelson & Associates, and Zashin & Rich. Mr. VanHoozen asked the last time the City had a study like this done. Ms. Kabat said that Clemans Nelson did the last study in 2005, so it has been well over a decade. No action was requested at this time.

UPDATE ON STATUS OF HIRING FOR VARIOUS OPEN POSITIONS

Ms. Kabat gave an update on the status of hiring for various open positions. She said that they received 34 applications for Public Service Director, and it has been narrowed down to a handful to be interviewed. Hopefully those interviews will happen the second week of March. Applications are still being accepted for Assistant Prosecutor, Construction Inspector, Part-time Administrative Assistant for the Fire Division, and various summer help positions. An assistant part-time billing clerk for Public Utilities has been narrowed down to one candidate. Final background checks are being done on the top four candidates for patrol officer and then second interviews will be held. The assessment center for Police Chief will be held the first weekend in March, and the Ohio Association of Chiefs of Police have said they will have some information to us by the end of the

following week. Mr. VanHoozen asked about the police lieutenant positions. Ms. Kabat said that the hiring for that position is on hold until a new chief is hired.

UPDATE FROM LAW DIRECTOR REGARDING TRAINING

Ms. Alkire said that there are various opportunities for training on the Ohio Open Meeting Act, Sunshine Laws, ethic laws, and Roberts Rules of Order. She said that on April 5 there is training regarding Ohio Sunshine Laws at Owens Community College. Mr. McCarthy said that subordinate bodies are also subject to Sunshine Laws and the Open Meetings Act and he was hoping some training could be done in house. Ms. Alkire said that she will come up with some dates and work on getting something scheduled.

Mr. McCarthy moved to go into Executive Session to discuss the employment or appointment of a public employee or official. Seconded by Mr. VanHoozen. The Committee went into Executive Session at 5:35 p.m. The Committee returned from Executive Session at 5:59 p.m.

There being no further business, the meeting adjourned at 5:59 p.m.

Respectfully submitted,

Becky Williams
Chairperson, Personnel Committee

Next meeting: Tuesday, March 26, 2019 at 5:00 p.m.