

Minutes of Perrysburg Personnel Committee

Meeting Held February 27, 2024

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:03 p.m. by Chairperson Cory Kuhlman.

ROLL CALL

Committee Members present were Mark Weber and Cory Kuhlman. Committee Member Tim McCarthy was not present. Also present were Joe Fawcett, City Administrator, Tim Effler, Law Director, and Amber Rathburn, Finance Director.

CITIZEN'S CONCERNS

None.

APPROVAL OF 1/23/24 MEETING MINUTES

There being no objections, the minutes of the January 23, 2024 meeting were approved 2-0.

PROPOSED CHANGES TO CODE SECTION 266.08 (VACATION ELIGIBILITY)

Mr. Fawcett explained that one of the goals for the staff for 2024 is to look at their respective areas of the code and identify issues and updates that are required and needed. He added that this language means that salaried employees can be put in a bad situation, regarding their vacation eligibility, if they have to take an extended period of sick time. Mr. Effler stated that the way the code is set up now, salaried employees must work 1,040 hours in six months. He noted that if a salaried employee uses more than 120 hours of sick time or personal leave, their vacation will be reduced at a prorated amount, to account for how many hours they actually worked.

Mr. Kuhlman stated that he wants to steer clear of punitive policies towards people that are taking leave that they are entitled to use. Mr. Weber has no doubt that many of the salaried employees work more than eighty hours in a pay period. Mr. Fawcett stated that the code needs to be the code and if there is a disciplinary issue, they will just address that. Mr. Kuhlman and Mr. Weber agreed that they are all on the same page. Mr. Fawcett is asking the staff to look at the amount of hours that the City provides to employees for vacation, so they can compare themselves to other communities, and ensure that they are not putting themselves at a disadvantage for recruiting quality employees.

DISCUSS LEXIPOL SOFTWARE IMPLEMENTATION

Mr. Fawcett stated that this is a policy database that local governments can subscribe to. Ms. Rathburn verified that the training component is included and that this was in the budget. Mr. Effler noted that there is an annual subscription cost. Mr. Kuhlman recalled

that the training within this covers other expenditures that are already budgeted for. Mr. Fawcett confirmed that is correct. There is no legislation for this. Mr. Weber stated he was involved with Safety Committee when they talked about this for fire and police and that it sounded like a very good thing to do.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:14 p.m.

Respectfully submitted,

Cory Kuhlman, Chairperson
Personnel Committee

Next meeting: Tuesday, March 26, 2024 at 4:00 p.m.