

MINUTES OF WAGONER COUNTY COMMISSION MEETING

Thursday, March 3rd, 2011

The Board of Wagoner County Commissioners met with James Hanning, Chairman; Tim Kelley, Vice-Chairman; Chris Edwards, member; Carolyn Kusler, County Clerk; and Bobbi Fears, Secretary. Also present were County officials and department heads. Advance notice of the meeting was posted on bulletin boards and public entrances of the Wagoner County Courthouse on March 2nd, 2011.

Location: Wagoner County Courthouse
County Commissioner's Meeting Room

- I. The meeting was called to order by Chairman Hanning at 9:08am.
- II. Roll Call - All members present.
- III. The Board discussed the following items in the personnel policy:

A. Adjustment of wages.

Carolyn Kusler presented options to adjust the pay period for wages.

Motion by Commissioner Edwards to approve Recommendation 4, which implements a onetime wage adjustment to adjust the pay period from the first through the last day of the month to a pay period from the 16th of the month to the 15th of the next. The transition process will begin in March, with full implementation in April. Motion seconded by Commissioner Hanning. With all members present, all voted aye. Motion carried.

B. FMLA.

Carolyn Kusler presented the 2010 ACCO personnel manual and addressed updated items. Motion by Commissioner Hanning to accept the FMLA portion from ACCO's manual to be adopted for Wagoner County. Motion seconded by Commissioner Kelley. With all members present, all voted aye. Motion carried.

C. Health Care Insurance.

The Board discussed the amount of time the County will continue to pay benefits when an employee is absent under FMLA or short term disability. Motion by Commissioner Hanning to get the District Attorney's recommendation on the length of time for continuation of benefits. Motion seconded by Commissioner Edwards. With all members present, all voted aye. Motion carried.

D. Sick leave policy.

Wagoner County – Growing from “Good” to “Great”!

The Board discussed the addition of a cap on sick day accumulation of 159 hours and the affect on retirement, including the possibility of utilizing Personal Days Off (PDO) in lieu of sick or vacation time. The following will be voted on by the Board at their next meeting:

- 1st year of employment: 17 days per year (1.41 days per month)
- 13th month to 10 year: 22 days per year (1.83 days per month)
- 11–19 years of employment: 27 days per year (2.25 days per month)
- 20+ years of employment 32 days per year (2.66 days per month)

PDO's must be taken in half day increments. A max of 130 PDO days can be accumulated. Previous accumulations of sick and vacation time may voluntarily convert to PDO's or they may be left on the books as is. If left on the books, they will be used prior to expending PDO's for sick or vacation.

Commission Kelley left the meeting at 11:00am.

E. Safety Plan and Award policy.

Jaison Scott presented recommended changes to the current policy. This will be discussed at the next Board meeting.

- IV. New Business in accordance with 25 O.S. §311 A. – None.
- V. Announcements. – None.
- VI. Public Comment: Limited to specific items listed on the Agenda or items related to County business or services. Each speaker is limited to three (3) minutes. – None.
- VII. Motion by Commissioner Hanning to recess at 11:07am. Seconded by Commissioner Edwards. With two members present, both voted aye. Motion carried.

Presented and approved by the Wagoner County Commission on this 7th day of March, 2011.

JAMES HANNING, CHAIRMAN

TIM KELLEY, VICE-CHAIRMAN

CHRIS EDWARDS, MEMBER

ATTEST CAROLYN KUSLER
WAGONER COUNTY CLERK

By: