

**PERSONNEL COMMITTEE
MINUTES OF MEETING
February 22nd, 2022
4:30 P.M.**

Present: Nathan Pilgreen, Ceis Nyegaard, DeWayne Ramsey and Ben Bridges. Absent: None.
Also present: Johnny Buckley, Brenda Abercrombie and Scottie Shreve.

Mr. Pilgreen called the meeting to order. Mr. Bridges led the group in prayer.

Motion Mr. Bridges, seconded by Mr. Nyegaard and declared adopted by unanimous vote to approve the agenda with one addition:

- # 6 Discuss and make recommendations, if necessary, regarding amending the Vehicle Usage Policy.**

Motion Mr. Bridges, seconded by Mr. Nyegaard to approve the minutes of the February 22nd, 2022 meeting. Motion carried unanimously.

Mr. Ramsey enters the meeting.

A brief discussion was held regarding job descriptions for the Road and Landfill Department. The job descriptions have been in place since 2017. Currently a CDL license is required for operators unless the jury approves to waive that requirement. Mr. Shreve wanted to remove the CDL requirement from the operator's job description. The CDL requirement was also discussed for the Road Supervisors. **No action taken.**

The Revised Pay Scale for the Landfill and Road Department was discussed. The Personnel Committee previously discussed this on February 15th, 2022 and recommended the following suggestion:

- B Certification - \$1.00 an hour pay increase
- A Certification - \$1.00 an hour pay increase
- Increase CDL Drivers

A discussion was also held regarding Class A and Class B CDL. In the previous meeting there was no break down of Class A or Class B. **Motion Mr. Bridges, seconded by Mr. Nyegaard to recommend to the full jury to adopt the Landfill and Road Department Pay Scale with the following changes:**

- **CDL Driver Class B \$14.50 - \$16.00 (Year 0-3) and \$16.00 - \$17.00 (Year 3-5); \$17.00 is the max pay allowed.**
- **CDL Driver Class A \$15.00 - \$16.50 (Year 0-3) and \$16.50 - \$17.50 (Year 3 – 5); \$17.50 is the max pay allowed.**
- **Part Time CDL Driver Class B - \$11.50**
- **Part Time CDL Driver Class A - \$12.50**

All current CDL drivers currently hired will be adjusted to the new pay scale. Motion carried unanimously.

A discussion was held regarding a pay increase for the police jury employees. The Secretary/Treasurer previously presented a proposal for a 2%, 3%, 5% or a .50 flat raise. The raise would not apply to those employees who recently received pay increases. Cook (pay increased on 10/27/21), Branton (pay increased on 11/18/21) and Johnkeer (pay increased on 11/1/21) previously received a pay increase by the Public Works Director. Maples and Bentz were hired at a higher rate of pay and will not receive a raise. Dixson (HUD) received a pay increase on January 3rd, 2022. **Motion Mr. Ramsey, seconded by Mr. Nyegaard to recommend to the full jury a 3% raise for police jury employees excluding Cook, Jonkheer, Maples, Bentz, Branton, Shreve, Dixson and the CDL Drivers effective March 7th, 2022. Motion carried unanimously.**

A discussion was held regarding the Vehicle Usage Policy. Currently the policy states the following:

- No unauthorized persons will operate parish vehicles.
- Safety belts must be worn at all times.
- No driving under the influence of drugs or alcohol.
- Accidents are to be reported immediately to the Annex.
- Tickets/moving motor vehicle violations must be reported within 24 hours.

Mr. Pilgreen would also like to specify that vehicles are for work use only unless authorized by the Parish President. **Motion Mr. Bridges, seconded by Mr. Ramsey to recommend to the full jury to add language to the Vehicle Usage Policy that parish vehicles are for work use only unless authorized by the Parish President. Motion carried unanimously.**

There being no more business to come before the committee, Mr. Pilgreen declared the meeting adjourned upon motion by Mr. Ramsey and duly seconded by Mr. Nyegaard on this the 22nd day of February, 2022.

Nathan Pilgreen, Chairman
Paula Strickland, Secretary/Treasurer