

JANURY 31, 2013

PERSONNEL COMMITTEE REPORT

The Personnel Committee met Thursday, January 31, 2013 at 6:00 p.m., in the Quorum Court Meeting Room, Third Floor, County Administration Building, 215 East Central, Bentonville.

Committee Members Present: Sandlin, Allen, J. Harrison, Moehring

Others Present: County Judge Bob Clinard , Sheriff Kelly Cradduck, Assessor Glen “Bear” Chaney, Circuit Clerk Brenda De Shields, Collector Gloria Peterson, Administrator of General Services John Sudduth, Director of Public Service Scott Stober, Administrator of Public Safety Marshal Watson, Human Resource Manager Barbara Ludwig, Major Rob Holly

Media: Tom Sissom – Benton County Daily Record

JP Sandlin called the meeting to order.

Public Comments:

None

1. Reorganization in Department 23

a. Delete one Director of Maintenance and Building Construction (Grade 22) and add (1) Staff Assistant.

Administrator of General Services John Sudduth stated this request is to delete (1) Director of Maintenance and Building Construction (Grade 22) and add (1) Staff Assistant (Grade 6). He stated this will result in a budget reduction of \$32,628.72.

b. Request for wage adjustments for the Administrator of Public Service and the Administrator of General Services.

County Judge Bob Clinard stated this request is for wage adjustments for Administrator of General Services John Sudduth and Administrator of Public Services Scott Stober. He stated that they have both taken on more duties, which were originally those of the previous Administrator of General Service.

JP Allen made motion to approve and forward to the February 05, 2013 Finance Committee agenda, seconded by JP J. Harrison.

Motion passed by unanimous show of hands vote.

2. Request for Increase in Salary for the Benton County Judge

County Judge Bob Clinard stated that he is requesting an increase in salary of \$12,000, including the fringe benefits, which will take his salary from \$84,761 to \$96,731. He stated some of the supporting facts are: 1) successfully moved county offices from leased space to county owned space at a savings of \$156,258 per year; 2) negotiated the fire alarm sprinkler and fire extinguisher testing fee from \$24,000 year to \$12,000 a year; 3) discovered that the county has never filed for sales tax rebates with the Department of Finance and Administration on purchases of \$2,500 or more. He stated that the last six (6) months rebate was \$32,156, which estimated on a yearly basis. would be \$60,000 in savings; 4) reorganized the administrative staff with a savings of \$76,395 a year; 5) completed \$1,665,200 in total construction work by using county work forces and acting as our own General Contractor, which is an estimated savings of \$66,608. He stated that is a total yearly savings of \$304,653 to the county; 6) managed the county's involvement of the JJC construction, of which an estimated savings of \$75,000 is due to his experience in construction; 7) requested backup engineering data from Arkansas Highway Transportation Department (AHTD) regarding their decision to close Cowface Road Bridge, resulting in a recalculation and a letter from AHTD stating that the bridge will now continue to stay open with a 6-ton rating verses the current 3-ton rating. He added that it would have cost an estimated \$400,000 to replace the bridge.

Judge Clinard stated that he has attended approximately 60 evening meetings of the Quorum Court, Committee of Thirteen, and special meetings in the last two years. He stated that additional compensation does not apply to the County Judge, and he believes it is necessary to attend these meetings in order to be up to date on all information.

Human Resources Director Barbara Ludwig stated that both Washington and Pulaski counties which are the only other Class 7 counties in Arkansas pay their county judges more. She added that the mayors of the larger cities in the county typically have salaries that start at about \$115,000.

JP Allen stated that typically mid-year is when they look at salary increases, and that the position should be paid for what the position requires. He stated his concern is the timing of the request and that he does not know why they are going through this now, since the budget process was just completed.

JP Allen made motion to approve and forward to the February 05, 2013 Finance Committee agenda, seconded by JP J. Harrison.

JP Moehring stated that he is going to vote "no" on this, and that it has nothing to do with the job the county judge has done. He stated that we need to look at this in a more comprehensive way. He stated that he was concerned about the effect on the other elected officials. He added that he is concerned about doing this piecemeal, because it is going to have huge ramifications for other elected officials and our county employees.

A show of hands vote was recorded as follows:

1 in favor: Allen

3 against: Sandlin, J. Harrison, Moehring

Motion failed.

3. Reorganization Dept. 44 – Road Department

a. Add (1) Assistant Road Superintendent (grade 14)

b. Delete (1) Foreman (grade 9)

Administrator of Public Services Scott Stober stated this request is to delete one Bridge Foreman position and add an Assistant Road Superintendent. He reported that this person will not only be responsible for bridges, but will be taking over more responsibility in working with the dirt crew. He stated the statewide 1/2¢ sales tax increase will allow the Road Department to take on a lot more work.

JP J. Harrison made motion to approve and forward to the February 05, 2013 Finance Committee agenda, seconded by JP Moehring.

4. Reorganization and request for wage adjustment in Department 19 Accounting and Human Resources

a. Delete Properties Coordinator Position (Grade 11)

b. Request for wage adjustment for the Grants and Property Accounting Administrator (Grade 15) and Accounting Manager (Grade 22)

Comptroller Sarah Daniels stated this request is to delete the Properties Coordinator position and transfer those duties to the Grants Administrator and Accounting Manager. Sarah stated that this will result in a pay increase for the Grants Administrator from \$43,569 to \$50,000 and an increase for the Accounting Manager from \$55,735 to \$60,000, with a total savings to the department of \$35,544.29.

Discussion was held on the reorganization of the Accounting and Human Resource Department and the wage adjustments to the Grants and Property Accounting Administrator and Accounting Manager.

JP J. Harrison made motion to approve and forward to the February 05, 2013 Finance Committee agenda, seconded by JP Allen.

Motion passed by unanimous show of hands vote.

5. Reorganization in Departments 05 and 67 under the General Fund and Department 67, Fund 930 (Jail Transport)

a. Department 05, Fund 010

- Delete Chief Deputy (Grade 24)
- Add one (1) Major (Grade 23)
- Add one (1) Captain (Grade 20)
- Add one (1) Crime Analyst (Grade 18)
- Delete one (1) Lieutenant – CID (Grade 16)
- Delete twelve (12) Investigator II's (Grade 14)
- Add fourteen (14) Detective II's (Grade 14)
- Delete three (3) Investigator I's (Grade 13)
- Add eight (8) Detective I's (Grade 13)
- Change position title of Corporal to Deputy III
- Change position title of Deputy First Class to Deputy II
- Add twenty-seven (27) Deputy I's (Grade 11)
- Change Crime Property Technician grade from (Grade 11) to (Grade 13)
- Change grade of Executive Secretary from (Grade 10) to Grade 12)

Sheriff Kelly Craddock stated this reorganization request allows the departments to be more efficient, increases the number of Deputies on the street, and allows the department to save money. He stated this reorganization and restructuring will help accomplish several goals: 1) improve the retention rate; 2) lower potential lawsuits; 3) improve efficiency over all.

b. Department 67, Fund 010

- Add three (3) Lieutenants (Grade 16)
- Delete three (3) Sergeants and remaining 7 change from (Grade 13) to (Grade 15)
- Delete two (2) Sergeant – Operations (Grade 14)
- Add four (4) Booking Supervisors (Grade 14)
- Delete nine (9) Jailer III's (Grade 13)
- Delete twelve (12) Deputy First Class (Grade 11)
- Add sixteen (16) Jailer II's (Grade 12)
- Add one (1) Executives Secretary (Grade 10) to (Grade 12)
- Delete eighty-four (84) Jail Deputies (Grade 11)
- Add fifty-seven (57) Jailer I's (Grade 11)
- Delete one (1) Jail Clerk (Grade (3)

Sheriff Cradduck stated that this reorganization in the County Jail is for a system that is based on efficiency. He stated that the focus and goal is to be able to retain more employees. He stated that the employees will be going to 12 hour shifts, which will allow them to have more time off. He added that the court is going to like the reorganization, because it will save the county money.

c. Department 67, Fund 930

- Add three(3) Jailer - Transport

d. Department 67, Fund 931

- Add one (1) Jail Clerk (Grade 3)

Major Rob Holly presented a power point presentation, and explained the changes to the various positions and departments in the reorganization of the Jail and how the reorganization would benefit the different departments.

Lengthy discussion was held on the reorganization requests for the Sheriff's Department and the Jail.

6. Request for Waiver in the Salary Administration Policy for Hire-in Rate

a. Department 05- Sheriff

- c. Majors (2)
- d. Lieutenant (1)
- e. Sergeant (3)

Sheriff Cradduck stated this request for a waiver in salary administration policy is for individuals who are highly trained, experienced, and skilled and who are people persons. He stated these are people who will help reach major goals and are raising standards for the department. He stated that a lot of people have been lost to other agencies because they did not have the right type of leadership, and that the people he is moving share the same leadership philosophy in these positions.

Further discussion was held on the reorganization requests for the Sheriff's Department and the County Jail.

JP Moehring made motion to approve and forward the reorganization and waiver requests to the February 05, 2013 Finance Committee agenda, seconded by JP J. Harrison

Motion passed by unanimous show of hands vote.

Barbara Ludwig stated that several of the new JP's would like to go over policy language, and that she would meet with them in March.

Meeting adjourned at 8:28 p.m.