

Policies & Procedures Committee
Meeting Minutes
Monday June 26, 2023 @ 5:00 p.m.

Members present: Jenny Anthony, Terry Hershman, Tim Morris, Joe Mike Hodge

Non-Voting Member: Heather Shelton

Members Absent: Allen Lendley

Others Present: Department Heads

- Chairman Jenny Anthony called the meeting to order.
- Motion to approve the Agenda was made by Terry Hershman and seconded by Tim Morris.
Motion passed unanimously
- Motion to approve the May minutes made by Terry Hershman seconded by Joe Mike Hodge.
Motion passed unanimously
- Discussion regarding a County Policy on a Probationary Period for all New Hires. Committee members and Department Heads were all in agreement that a Ninety (90) day period would give employee and Department Heads plenty of time to see if the employment is going to work. Motion made by Terry Hershman that Heather will draft a Probation Policy and present it to the Committee at the next scheduled meeting seconded by Jenny Anthony.
Motion passed unanimously
- New Business: Discussion on Performance Evaluations for Employees in the absence of a Salary Plan being in place. Possibly adding a Policy to the Personnel Manual. Further discussion at a later date.
- Juneteenth Holiday added as a County Paid Holiday due to the Governors decision to add it as a State Paid Holiday. Motion made by Joe Mike Hodge to forward request to Budget & Finance Committee seconded by Jenny Anthony. Votes: 3 Yes (Anthony, Hershman, Hodge) 1 No (Morris)
- Next scheduled meeting will be July 17, 2023 at 5:00 P..M. Conference Room 1.
- Motion to adjourn made by Terry Hershman and seconded by Tim Morris.

Respectfully submitted,

Heather Shelton