**Local Health Personnel Employment Council**

**Meeting Minutes**

**July 22, 2015**

**Council Members Present:**

James Hale

Melony Stephenson

Dr. Ellis- via Marshall Co. ITV

**Others Present:**

Ron Horseman, Local Health Personnel

Krista Hamilton, Local Health Personnel

Debbie Garrison, Local Health Personnel

Jason Boling, Local Health Personnel

**Others Present via ITV:**

Rebecca Baird, Green River District Health Department

Lisa Paul, Green River District Health Department

Valerie Roby, Green River District Health Department

Teresa L. Hunter, Bell Co. Health Department

Robin Fuson, Bell Co. Health Department

Cynthia Rice, Whitley Co. Health Department

Vickie Lawson, Whitley Co. Health Department

Pam Godby, Lake Cumberland District Health Department

Wilma Munsey, Lake Cumberland District Health Department

Andrea Renfrow, Bullitt Co Health Department

Frances Foster, Bullitt Co. Health Department

Laura Hawes-Hammonds, Marshall Co. Health Department

Billy Pitts, Marshall Co. Health Department

Paula Thornberry, Little Sandy District Health Department

Stephanie Martin, Laurel Co. Health Department

Dana Childers, Madison Co. Health Department

Lori Krutson, Madison Co. Health Department

Becki Casey, Franklin Co. Health Department

Thursa Sloan, Floyd Co. Health Department

Bonnie Lynch, Floyd Co. Health Department

Julie Bush, Johnson Co. Health Department

Deana Wells, Johnson Co. Health Department

Cynthia Hamilton, Pike Co. Health Department

Lisa Pendleton, Montgomery Co. Health Department

The meeting was called to order at approximately 1:02 P.M.

**OLD BUSINESS:**

James Hale asked for a motion that the minutes of the meeting held on April, 29 2015 be approved as submitted. Dr. Ellis made the motion to approve and James Hale seconded and the motion carried. James welcomed Melony Stephenson to the Personnel Council. She is filling the empty space that was created after Wes Swarner stepped down from the Council. James Hale is the new Chair and Amanda Cloyd is the Vice-chair.

Debbie Garrison stated there has been one new appeal since the last meeting: DAH DAFM 15-001832-Employee appealed dismissal action taken by the Health Department. Hearing Date is scheduled for September 3, 2015, at 10:00 A.M. At this time there is no new information on appeals that are already in process.

**NEW BUSINESS:**

Ron also welcomed Melony to the council and then introduced Local Health Personnel’s new employee Jason Boling. Jason is doing daily admin work and will be working on a new 096 evaluation form to make it user friendly.

Ron spoke about the new minimum rate of $10.10. LHP will send out an email with guidance on compression with some of the classes that were affected by the minimum rate being raised to $10.10.

Ron shared LHP employee numbers for the period, from the last meeting until today, 4-28-15 to 7-21-15.

549 applications

59 appointments

4 reinstatements

74 resignations

25 retirements

33 layoffs

0 Furloughs

Today 2555 employees in the merit system

In an open personnel discussion Pam Godby asked if we knew the dates for the regional trainings. Ron said that it would be in the fall, possibly October or early November. With Stephanie Appel leaving and upper management changing in AFM we are not sure if the timeframe would change or not. The trainings will include Financial and Personnel with breakout sessions. Thursa Sloan reminded Ron to check the KHDA retreat dates as they fall in that time period. Lake Cumberland volunteered the use of their conference room for a training location.

Becki Casey asked if the training could include more FMLA guidance. Ron and Debbie answered that LHP is encouraged to stay away from legal issues. It would have to be a broad based presentation. LHP would want you to send in specific questions and topics beforehand. Thursa also thought it would be good to go over forms to use and what FMLA can be used for. She stated that LHD’s rules have some differences from the Federal law as to using annual, comp and sick time along with FMLA.

Becki also suggested that we should include what should be kept in an employee file in the trainings. Pam mentioned an issue that she had with Delta Dental and Ron stated that we have no control over insurance and that you should voice this with KHDA. Thursa said that they would be receiving a survey soon that will address her issues with insurance.

The field was asked if they had any requests or suggestions for topics for the next meeting. They had none.

The meeting was turned back to James and a discussion of dates took place. November 4, 2015 was decided on for the next meeting.

At approximately 1:29, James motioned to adjourn the meeting. Dr. Ellis approved and Melony seconded the motion.