

Legislative Committee Meeting Minutes

Tuesday 2/28/23

5:30 pm Administrative Plaza – Conference Rm # 1

Members Present: Claude Morse, Joe Mike Hodge,
Lynn Seaborn, Frank Watkins, Rose
Ann Smith

Chairman Morse Called the meeting to order.

Agenda Item # 1 Chairman Morse presented
Agenda for approval; Agenda was unanimously
approved.

Agenda Item # 2 Previous Legislative Meeting
minutes approved by Watkins, Morse, Hodge, Seaborn.
Smith abstained

Agenda Item # 3 Reviewed Administrative closing
policy. No concerns.

Agenda Item # 4 Government Holidays – Discussion
Juneteenth Holiday – County will
not observe in 2023 per the
Policies and procedures committee

Agenda item # 5

Added – Purpose of the committee discussion. Was agreed to keep an eye on the structure of all committees. This committee is the quality control to see things get brought to commission. The purpose and responsibilities document was reviewed and discussed. Unanimously approved.

Other Business

Discussed the Tourism Board on the horizon and how to handle Tourism dollars

Motion to adjourn by Watkins; seconded by Smith. Unanimous approval.

Policy & Procedure Committee

Meeting Date: 1/23/23

Members Present: Heather Shelton, Jenny Anthony,

Terry Hershman, Joe Mike Hodge, Tim Morris

Absent: Allen Lendley - reviewed item through email

Items Forwarded: Administrative Closing Policy

Motion and Second: Terry Hershman & Second Allen Lendley

Discussion: Clarity on "Comp Time" for Emergency personnel &
to clarify that Administrative Offices are not permitted to report to work
during administrative closing. - Please see the attached Policy.

Committee Forwarded to: Legislative Committee

Date Forwarded to Chairman: 1/24/23

Forwarded by Jenny Anthony Member: Policy & Procedure Committee

ADMINISTRATIVE CLOSING

The County offices will have certain Administrative Closings. During these closings' regular administrative employees on the active payroll (not to include Sheriff Dept. Personnel, EMS Personnel, EMA Personnel and Communication Center- 911 Personnel) will be granted time off from work with pay.

The County Mayor will announce as early as possible each calendar year the days of Administrative Closings. In cases of extreme weather or other emergency conditions, the County Mayor may determine additional days or partial days of administrative closing and will make formal announcements. During these additional days of administrative closing personnel of the emergency services to include Sheriff Dept, EMS, EMA and the Communication Center-911 which must remain open will receive comp time hours (straight time) for the hours worked in addition to their normal pay. County Employees that work in Administrative Offices that have been closed by the County Mayor are not permitted to report to work during administrative closings.