

HUMAN RESOURCES COMMITTEE

March 22, 2021

MINUTES

Members Present: Chairman Anderson, Vice Chairman Reagan, Justices Owen, Dixon, Raney and Faulkner

Members Absent: Justice Horner

Others Present: County Judge Darryl Mahoney, County Attorney John Howard, Administrative Assistant Doris Cischke, Elected Officials and Department Heads

Chairman Anderson called the meeting to Order and introduced the first item on the Agenda which was consideration of a request from Circuit Court Judge Ohm to create a part-time Courtroom Assistant position and pay an hourly rate of \$12.50 per hour. Justice Owen stated he had spoken with Judge Ohm and discussed the Resolution that had been adopted setting part time salaries at the prevailing minimum wage at the time which is currently \$11.00 per hour. Justice Reagan then referenced R-21-5 confirming the wage cap at \$11.00 per hour. Judge Ohm stated that he would like to see the position created to help with the extremely busy case loads that occur on Monday's and that he would be fine with the wage cap. Justice Reagan then inquired if the part-time employee would ever be interacting with detainees without a law enforcement officer present and Judge Ohm confirmed there would be no interaction.

A motion was made by Justice Owen, and seconded by Justice Raney, to approve the part-time Courtroom Assistant position with an hourly rate of \$11.00 per hour. The motion carried without opposition.

Chairman Anderson introduced the second item on the Agenda which was a request to create a full time Peer Specialist for the Adult Detention Facility. The requested position is to be funded by the Peers Achieving Collaborative Treatment (PACT) Grant Fund awarded to Garland County from the Arkansas Department of Human Services. The requested annual salary for the positions is \$33,500.

A motion was made by Justice Owen, and seconded by Justice Dixon, to create a full time Peer Specialist at the Adult Detention Facility. The motion carried without opposition.

Chairman Anderson introduced the final item on the Agenda which was a request from the Circuit Clerk to provide a 7% merit increase to the position of Deputy Bookkeeper within the County Recorder Cost Fund. Circuit Clerk Pike stated this position was the back up for Head Bookkeeper and makes less than the other front counter staff. She further stated that this employee works hard and comes to work daily. Chairman Anderson reviewed the particular hire date and previous raises the employee had been given. After discussion among Committee members, Justice Owen stated he was opposed to a merit raise in the middle of the year and made a motion to deny the 7% merit increase request. The motion was seconded by Justice Reagan. The motion carried with Justice Faulkner voting no.

The recommendation was made to re-write the position of Assistant Bookkeeper according to JESAP guidelines and let the committee review it at a later date.

A motion was made by Justice Raney, seconded by Justice Faulkner to adjourn the meeting at 5:30 pm.

Respectfully submitted,


Valerie Dodge