

Human Resources Committee
Minutes
May 28, 2019

Members Present: Justices Anderson, Reagan, Faulkner, Raney, McGrew and Horner

Members Absent: Justice Owen

Others Present: Various Elected Officials, Department Heads, Employees, Citizens and Press

Chairman Anderson called the meeting to order. Justice Young held opening prayer. Chairman Anderson then stated he would like to move a request from the Prosecuting Attorney to the first item of business. Prosecuting Attorney Lawrence had submitted a request to re-rate a position of Victim/Witness Division I Coordinator to be Victim/Witness Supervisor and Coordinator of Major Crimes. A motion was made by Justice Raney, seconded by Justice Faulkner to approve the re-rate and title change for the position and forward the request on to the Finance Committee. The motion carried without opposition.

Chairman Anderson then introduced a request from Sheriff McCormick regarding a proposal to increase each Detention Deputy's annual salary after certain eligibility requirements are met. Chief Elrod provided a handout to Committee members and explained the request in length. He further stated the proposal was based on the recommendation of the jail assessment study. The handout provided by Chief Elrod is attached to these minutes and marked as Exhibit "A". A motion was made by Justice Faulkner, seconded by Justice Raney to approve the salary proposal as presented and forward the request to the Finance Committee. The motion carried without opposition.

The next item on the agenda was introduced by Chairman Anderson as a request to create a full time position of Detention Finance Manager. Chief Elrod stated this request was also a result of the jail assessment study. The study recommended a stand-alone position for monitoring county contracts such as food and health services, commissary, and inmate telephones to ensure compliance, efficiency, service quality and fiscal responsibility. This position would also oversee all fiscal operations to include the preparation, administration and maintenance of the annual Detention Center's budget while working under the direct supervision of the Chief of Corrections. A motion was made by Justice Raney, seconded by Justice Reagan to approve the creation of the Detention Finance Manager position and forward the request to the Finance Committee. The motion carried without opposition.

Chairman Anderson introduced the next item on the agenda which was a request to create one full time Detention Expeditor/Investigator position for the Detention Center. Chief Elrod again stated this request was also a result of the jail assessment study and that he had actually implemented the position in a current Detention Officer position about six weeks ago. This position will act as the facility Case Manager/Expeditor monitoring inmate case files daily in comparison to length of stay, coordinate efforts to expedite cases to prevent stagnant inmates and work closely with the Court systems. He further stated that no new position would need to be created and the salary for the uniformed officer would be the same salary as a deputy. A motion was made by Justice Reagan, seconded by Justice Faulkner to delete the position of Detention Deputy and create the position of Case Manager/Expeditor and forward the request to the Finance Committee. The motion carried without opposition.

The next item on the agenda was a request for a salary increase in the amount of \$10,000 annually for the Chief of Corrections. Sheriff McCormick stated the position is currently under the minimum level of

JESAP and that he would like to see the request approved to keep the current employee on board. County Judge Mahoney stated that additional duties and responsibilities would be being placed on him with the Detention Finance Manager position being created. A motion was made by Justice Reagan, seconded by Justice McGrew to approve the annual salary increase and forward to the Finance Committee. The motion carried without opposition.

With no further business a motion was made by Justice Raney to adjourn.

Respectfully Submitted,


Valerie Dodge

**GARLAND COUNTY
SHERIFF'S OFFICE**



Mike McCormick
Sheriff

Date: May 28, 2019
 To: Finance Committee
 From: Sheriff Mike McCormick
 Re: Pay Scale for Detention

Based on the recommendation of the jail assessment consultant, we have arrived at the following proposal.

Detention

	Starting Salary	Increase	Proposed Salary	Patrol	Number of Staff	Initial Expense
Deputy	\$33,550.01	\$1,000/\$3,000	\$36,550.01	\$37,407.14	1yr = 20 2yr = 32	\$58,000 see below
Corporal	\$38,577.90	\$5,500	\$44,077.90	\$44,615.59	13	\$35,750
Sergeant	\$44,019.27	\$3,000	\$47,019.27	\$47,745.33	7	\$10,500
Lieutenant	\$50,167.80	\$2,000	\$52,169.80	\$52,878.43	5	\$5,000
Initial Expense					77	\$109,250

To decrease the difference in pay in the in the salaries of these positions we would like to take this opportunity to present incentive pay based on the following requirements:

1. 1 year anniversary and the completion of Auxiliary Part-time II training the employee will receive a salary increase of \$1,000.00.
 - a. 1 year completed we currently have 20 = \$10,000 to be in effect 6-23-2019 (half the yearly increase).
2. 2 year anniversary the employee will receive a \$3,000.00 increase.
 - a. 2 years of service we currently have 32 = \$48,000 to be in effect 6-23-2019 (half the yearly increase).
3. The increases per rank do not have a years of service requirement to be more comparable with patrol.

This initial expense would be in accord with the consultant's recommendations and a reward to our loyal detention deputies.