

HUMAN RESOURCES COMMITTEE
GARLAND COUNTY COURTHOUSE
COUNTY COURTROOM 200
JUNE 26, 2023, 5:00 PM
MINUTES

Members Present: Chairman Thomas Anderson, Vice-Chairman Jeremy Brown, Esther Dixon, Larry Raney, Brian Peters, Ray Owen, Linda Bright

Members Absent: None

Also Present: Elected Officials, Staff, Citizens, and Media

Chairman Anderson called the meeting to order, and Justice Dixon provided the Invocation.

Chairman Anderson introduced a request from County Judge Mahoney to create one full-time Laborer for Garland County Environmental Services. A motion was made by Justice Dixon, seconded by Justice Peters, to approve the creation of the position. The motion carried without opposition.

Chairman Anderson introduced a request from Library Director Webb to delete two part-time positions and create two full-time positions for the Garland County Library. A motion was made by Justice Peters, seconded by Justice Dixon, to approve the request. The motion carried without opposition.

Chairman Anderson introduced a request from Circuit Judge Dyer for a salary increase for the position of Chief Probation Officer. A motion was made by Justice Raney, seconded by Justice Peters, to approve the salary increase request to an annual salary of \$47,070. The motion carried without opposition.

Chairman Anderson introduced a request from County Attorney Howard to amend the Personnel Policy by adding a Vehicle Use Policy for Elected Officials. The following will be added to the Personnel Policy:

VEHICLE USE POLICY FOR ELECTED OFFICIALS

Elected Officials who use County-owned vehicles shall use said vehicles under the same terms and conditions that employees are subject to, including safety-sensitive position testing for the presence of alcohol and controlled substances. Such testing shall include:

- Random testing
- Reasonable-suspicion testing
- Post-accident testing; and
- Return-to-duty testing and follow-up testing.

Elected Officials assigned the use of County-owned automobiles, trucks or equipment are expected to drive them with due care, observing all laws and rules of the road. All assigned vehicles/equipment must be maintained in a clean and sanitary condition at all

times. Any vehicle operating problems must be reported to the County Judge for immediate corrective action. The County stresses preventative maintenance, and every operator of County vehicles/equipment is expected to cooperate by adhering to the maintenance schedule and reporting vehicle deficiencies without delay. Elected officials must possess the appropriate type of valid Arkansas driver's license to operate County-owned vehicles. The County Judge shall verify that the elected official possesses a valid and appropriate Arkansas driver's license. Vehicles shall be for County-related use only. Elected officials shall not drive County-owned vehicles outside the Garland County area unless prior authorization is received from the County Judge.

The County Judge shall have the authority to deny the use of County-owned vehicles and retake possession of a County-owned vehicle from any elected official who violates the terms of this policy or who fails or refuses to acknowledge and agree to said terms. The County Judge shall provide a form for elected officials to acknowledge the terms set forth herein.

A motion was made by Justice Raney, seconded by Justice Peters, to approve the adoption of the Vehicle Use Policy for Elected Officials. The motion carried without opposition.

With no further business, the meeting adjourned.

Respectfully submitted,

A handwritten signature in blue ink that reads "Valerie Dodge". The signature is written in a cursive, flowing style.

Valerie Dodge