

RECORD OF PROCEEDINGS

Minutes of

Finance Committee

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

28 November 2022

MINUTES

Village of West Jefferson

Finance Committee

28 November 2022

Called to Order:

Chair Linda Hall called the Finance Committee Meeting to Order at 6:00 P.M.

Roll Call:

Finance Committee Members: Mike Conway, Linda Hall, and Sam Cahill.

Quorum Declare: 3 present, 0 absent.

Also Attending: Clerk of Council, Jimmy John Hall; Assistant to the Mayor, Jill Sorensen; Assistant Finance Director, Jackie Tiberio.

The Agenda:

Motion to Adopt the Agenda of the 28 November 2022, Finance Committee Meeting moved by Ms. Cahill and seconded by Mr. Conway

VOICED VOTE AFFIRMED

Motion Carries 3-0.

The Minutes:

Motion to Approve the Minutes of the 17 October 2022, Finance Committee Meeting moved by Ms. Cahill and seconded by Mr. Conway

VOICED VOTE AFFIRMED

Motion Carries 3-0.

Old Business: None.

New Business:

A. Birthday to Personal Day.

Ms. Tiberio explained after these issues went to the Employee Benefits Committee, the Committee requests to convert the Birthday Holiday to a Personal day. Furthermore, this will also eliminate paying staff double time and a half as employees are using the Birthday Holiday as a means to work on and then receive double time and a half. This day is used for extra pay rather than the purpose that it is meant to represent, a day off with pay. The Benefits Committee approved Personal Leave at 32 hours for Full-time per year, this includes the Holiday recognized as a Birthday Day starting January 1, 2023. Part-time employees will still receive 24 hours.

Mr. Conway asked if the Employee Handbook will need revision?

Ms. Tiberio explained the Handbook will need revision. This has been submitted to our consultant to that end. When the revisions are finished, then it will be distributed to Council.

B. Martin Luther Day.

Ms. Tiberio explained in order to better align with other communities the Employee Benefits Committee urges the Finance Committee to approve Martin Luther King Day starting in 2023. Benefits Committee approved Martin Luther King Day (the 3rd Monday of January). Also, when

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other communities have this day off, then our employees have nothing to do and can't work where others are closed. The above discussion items were approved by the Benefits Committee on November 18, 2022 and reviewed by our HR Consultant Jim Evans and Associates.

Ms. Cahill asked how many total holidays will there be if these recommendations are passed?

Ms. Tiberio responded if the changes are made, there are a total of eleven holidays with a reduction of liability of about \$6,000.00.

C. Recommendation to Council.

- a. In one Ordinance, the Committee recommends these changes for Council's consideration.

Motion to Adjourn at 6:28 P.M. by Ms. Cahill and seconded by Mr. Conway.

VOICED VOTE AFFIRMED

Motion Carries 3-0.



Jimmy John Hall
Clerk of Council



Mike Conway
Chair