

RECORD OF PROCEEDINGS

Minutes of _____

Council Employee Benefits Committee

Meeting _____

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held _____

November 18, 2022



Employee Benefits Committee Meeting

November 18, 2022

In attendance: Richard Kind, Howard Wade, Jen Warner, Linda Hall, Becky Arnott, Jackie Tiberio, Tom Hale, Jill Sorenson. Notes by Jill Sorenson

Richard called the meeting to order at 5:32 pm.

Richard invited Jackie to give an update. Jackie passed out an agenda, with a copy of a section of a spreadsheet with the number of holidays taken by various near-by municipalities. The average is 11, and West Jefferson currently gives 10 to employees.

Item 1

Jackie explained that the items discussed today will go to Council for the December 5, 2022 meeting. She said that the first item on the agenda is to convert the current Birthday holiday to a personal day. This will eliminate paying staff double time and a half. Many employees use this day as extra pay rather than the purpose that it is meant to represent, a day off with pay. Because it is called a HOLIDAY, we have to pay the double time and a half. If it becomes a PERSONAL day, that requirement goes away. This will give all full-time employees four (4) personal days per year.

Becky added that the current set-up is unfair in another way as well. The birthday holiday cannot be taken until the day of or after the actual birthday date, which varies greatly from person to person. This gives a January birthday employee great advantage over someone born at the end of December.

Tom said that if you don't take the personal time, it rolls over to sick days. Becky said that is currently true, but moving forward, PERSONAL days will be use it or lose it, and sick days will continue to roll over to the next year. They will no longer be together.

There was no further discussion. This will be presented to council for a vote.

Item 2

Jackie said that in an earlier meeting, it was decided to present a request to council to recognize President's Day as a new holiday benefit day. At that meeting, the question of adding Martin Luther King Day and or Juneteenth to the holiday list was put off for another meeting.

Jackie explained that being open on a day when banks and other nearby government offices are closed (London and Plain City in particular) causes headaches for some departments, in particular the Department of Development and Finance, including the Tax Department, and also the Water Department. She also said that by moving the Birthday benefit from being a holiday to being a personal day, we now still be offering 10 holidays, after the inclusion of President's Day. Adding MLK or Juneteenth will bring the total to 11.

Jen asked if President's Day had already been decided and was told yes.

Jackie said that most communities have 3-5 personal days for employees. Going from 3 to 4 would still keep us in line with other communities nearby.

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Linda asked about bereavement days. Becky said that that is a separate policy.

Tom said that currently, on Federal holidays that West Jefferson doesn't take, London does, and the London building is closed. But, the Department of Development has two part-time employees, on the West Jefferson payroll, that work out of the London office. London doesn't want the Department of Development office in the London building to be open when the other offices are closed. Richard said that we won't be changing the policy for part-time employees, and Tom agreed, but he did say his part-timers may be up here to work when the London office is closed, and we are open here. Howard suggested that the whole county should be coordinated.

Jen said that adding MLK to the holiday list would require the Village to pay double time and a half to anyone who works that day. There was a short discussion on the pros and cons of adding MLK, and what kinds of emergencies occur that require employees to work. Richard and Howard were in favor of adding MLK, Jen was opposed.

Jackie said that by changing the Birthday holiday to a personal day, and adding both President's Day and MLK, West Jefferson would be at 4 personal days and 11 holidays, which is in line with other communities.

Becky said that the Finance Committee needed to meet to go over these recommendations prior to going to the full council.

Jen asked how much it will cost the Village to add MLK and President's Day, and Jackie said that it will add approximately \$1265 for the overtime for the Police Department, but the Village will also be saving money by no longer paying double time and a half for birthdays. Becky added that with the change, we are only really adding one additional day. Jen said that we need to be careful and watch our budget. She is concerned with not having a balanced budget for the fourth year. Jackie agreed that a balanced budget is what she prefers.

Jen said that she thinks they have made good choices, and have not been spending money irresponsibly, but that we have to think about cash flow, and how it can go away. Becky said that it isn't as if we don't have a lot of money coming in, but we are playing catch-up. This year we will be spending a little over \$2 million from our balance. This year it was mostly IT, which was necessary, and the other amounts came to between \$600,000 and \$800,000. There was more discussion on the budget, and Richard said that was for the Finance Committee.

Jen's last concern was that the new equipment for Westwood is in a dangerous area, and could be hit by a vehicle. Becky said that she would be asking for a Finance Committee meeting the week of the 28th, to get everything onto the December 5 meeting agenda. A tentative date for the Finance Committee is Monday, November 28, at 6:00 pm.

Meeting adjourned at 6:13 pm.

Jill Sorenson 11.16.23
Jill Sorenson, Assistant to the Mayor Date

Richard King 11-16-2023
Richard King, Chairperson Date

Tisha Edwards 11.16.23
Tisha Edwards, Current Clerk of Council Date