

NEWBERRY COUNTY COUNCIL
Personnel and Intergovernmental Relations Committee
MINUTES
September 10, 2018

PRESENT: **Travis Reeder, Committee Chairman**
 Scott Cain, Councilman
 Harriet Rucker, Councilwoman

OTHERS PRESENT: **Wayne Adams, County Administrator, A. J. Tothacer, County Attorney,**
 Katherine Cook, HR Assistant

MEDIA: **None Present**

The meeting was duly advertised as required by law.

1. Call to Order – Travis Reeder, Committee Chairman

Chairman Reeder called the meeting to order at 6:00 p.m.

2. Additions, Deletions, and Adoption of Agenda

Councilman Cain motioned to adopt the Agenda; seconded by Councilman Reeder.

3. Approval of May 21, 2018 Minutes

Councilman Cain motioned to approve May 21, 2018 minutes; seconded by Councilman Reeder

4. Discussion of proposed changes to the Newberry County Employee Handbook- Katherine Cook,
Human Resource Assistant

Mrs. Cook presented the Committee with 3 proposed changes to the Newberry County Employee Handbook.

1. Remove the TERI portion of the Handbook (Page 7) due to the TERI program ending on June 30, 2018. Councilman Cain motioned to send this item to full Council with recommendation to approve; seconded by Councilman Reeder. The vote was unanimous.
2. Add language to the EEO statement (Page 1) that will keep Newberry County compliant with the Pregnancy Accomodations Act. Councilman Cain motioned to send this item to full Council with recommendation to approve; seconded by Councilman Reeder. The vote was unanimous.
3. Update the Pay Ranges in the Classification and Compensation Plan to reflect the .5% salary increase from July 2017 and the 2% salary increase from July 2018. Councilman Cain motioned to send this item to full Council with recommendation to approve; seconded by Councilman Reeder. The vote was unanimous.

Councilman Reeder stated that language needs to be added to the Handbook about dress codes in the office environment. He has seen individuals wearing shorts and feels that may not be appropriate for the workplace. Mrs. Cook stated that she would have a draft of that language at the November meeting.

5. Public Comments

There were no public comments.

6. Adjournment

Chairman Reeder motioned to adjourn at 6:10 p.m.

PERSONNEL AND INTERGOVERNMENTAL RELATIONS COMMITTEE

Travis Reeder, Chairman

Katherine Cook, Recorder