

GRAND FORKS COUNTY SPECIAL MEETING – January 12, 2012 – 2:00pm

Topic: Grand Forks County Policy Manual

The Board met pursuant to adjournment with Commissioners Schmisek, Murphy, Knauf and Malm present. Commissioner Pic absent.

Chairman Schmisek said the third sentence in policy #02-03 will be revised as follows: Steps will reflect a salary increase of approximately 2.5%.

The Vacation Benefits Eligibility Table, within policy #03-04, will be updated to include a column with the length of service in months, as well as, years.

Lynn Johnson, Social Services Business Manager, presented a draft of the change to policy #03-04 and policy #02-03.

Corporal Chris Hutton, Sheriff's Department, addressed the board.

Sheriff Rost addressed the board.

Corporal Andy Schneider, Sheriff's Department, addressed the board.

Moved by Knauf, seconded by Murphy, to have Peter Welte draft language exempting Law Enforcement from the policy #07-01.2, according to North Dakota Century Code. Motion carried.

The board felt no change was needed to policy #03-03.

Bret Burkholder, Correctional Center Administrator, addressed the board.

Ed Nierode, Director of Administrator, addressed the board.

No change was made to policy #06-01(III)(A) because the policy states applicable leave is to be used for Family Medical Leave.

Corporal Chris Hutton and Corporal Andy Schneider, Sheriff's Department, addressed the board regarding the proposed change to policy #06-01(III)(D)(2) Paternity Leave.

Peter Welte, States Attorney, addressed the board.

Ed Nierode, Director of Administration, addressed the board.

Bret Burkholder, Correctional Center Administrator, addressed the board.

Chairman Schmisek postponed action on the FMLA and sick leave policies to a future Personnel Manual Review Committee meeting.

The Commission discussed whether or not we should have a policy to allow per diem and pay for a county employee volunteering for a non-profit organization.

Sheriff Rost addressed the board regarding out-of-state travel that occurred on November 2<sup>nd</sup> – 5<sup>th</sup>, 2011 for Lieutenant Gary Grove to attend a Law Enforcement Special Olympics International Conference in Calgary, Alberta, Canada.

No action was taken to approve the per diem for out-of-state travel because prior approval was not requested.

The Paternity Leave policy will be sent back to the Grand Forks County Policy Manual Review committee for further discussion.

Moved by Knauf, seconded by Murphy, to adjourn. Motion carried. The meeting adjourned at 3:30pm.

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John Schmisek, Chair  
Grand Forks County Commission

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Debbie Nelson, County Auditor