

COUNTY COMMISSIONERS' SPECIAL MEETING MINUTES

July 30, 2015

LARAMIE, WYOMING

PLEDGE OF ALLEGIANCE

SPECIAL MEETING: 9:15 a.m.

1. Roll Call.

The Special Meeting of the Board was called to order at 9:23 a.m. by Chairman Sullivan. Commissioner Richardson on his way and Commissioner Chesnut present via phone.

2. Comments from the public. None

3. Adopt, August 1, 2015 edition of the Albany County, Wyoming Employee Handbook.

Peggy Trent, County Attorney explained the process and changes. The new Employee Handbook replaces the last with employee comments incorporated.

MOTION by Chesnut to ADOPT the August 1, 2015 edition of the Albany County, Wyoming Employee Handbook.

Roll call showed Chesnut, Richardson, and Sullivan. Aye. MOTION CARRIED.

Sub Motion by Richardson to make two revisions to the August 1, 2015 edition of the Albany County, Wyoming Employee Handbook to add or delete as follows:

Longevity Pay – Longevity pay for years of service can be earned as follows *except for Elected Officials and Department Heads:*

Annual Vacation Accrual – Benefited employees hired prior to August 1, 2005, etc. *strike hours listed to the right of percentages.*

Roll call showed Chesnut, Richardson, and Sullivan. Aye. MOTION CARRIED.

MOTION by Chesnut to ADOPT the following revised Resolution 2015-005:

Resolution 2015-005

RESOLUTION ADOPTING A REVISED EMPLOYEE HANDBOOK FOR THE EMPLOYEES OF ALBANY COUNTY, WYOMING

WHEREAS, Albany County, Wyoming (County) employs over one hundred fifty (150) employees for the purpose of providing essential governmental services for the citizens of Albany County;

WHEREAS, the current employee handbook was adopted by Board of County Commissioners on or about November 19, 2013;

WHEREAS, the County Board of Commissioners and the County Elected Officials were newly elected and appointed on January 3, 2015;

WHEREAS, over the past five (5) months the Board of County Commissioners and all the County Elected Officials undertook a comprehensive review of its personnel policies and procedures contained with the current employee handbook resulting in revisions to the employee handbook;

WHEREAS, the revisions to the current employee handbook update current changes in Federal and State law and County policies, promote accountability of County Elected Officials, Department Heads and staff as well as financial savings to the County as a result of rising costs of health insurance and retirement benefits.

WHEREAS, the County staff did have an opportunity to make comments as to the revisions of the employee handbook and their comments were taken into consideration.

WHEREAS, a legal review of the proposed employee handbook has been conducted by the Albany County and Prosecuting Attorney;

WHEREAS, the Board of County Commissioners and the County Elected Officials are desirous of adopting the proposed revised employee handbook, marked Exhibit A, which is attached hereto and incorporated herein.

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVES:

Section 1. That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2. That the Board of County Commissioners and the County Elected Officials adopt the revised employee handbook as outlined in Exhibit A effective August 1, 2015.

Section 3. That the revised County employee handbook does not constitute a contract and the terms in the employee handbook may be amended at any time by the unanimous approval by the Board of County Commissioners and the County Elected Officials.

PASSED, APPROVED, AND ADOPTED THIS 30th day of July, 2015.

THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING

/s/ Tim Sullivan

Tim Sullivan, Albany County Commissioner & Chairperson

/s/ Tim Chesnut

Tim Chesnut

Albany County Commissioner

/s/ Heber Richardson

Heber Richardson

Albany County Commissioner

ATTEST:

/s/ Jackie R. Gonzales

Jackie R. Gonzales

Albany County Clerk

ALBANY COUNTY, WYOMING ELECTED OFFICIALS:

/s/ Jackie R. Gonzales

Jackie R. Gonzales

Albany County Clerk

/s/ Linda Simpson

Linda Simpson

Albany County Treasurer

/s/ Grant Showacre

Grant Showacre

Albany County Assessor

/s/ Dave O'Malley

Dave O'Malley

Albany County Sheriff

/s/ Jennifer Graham

Jennifer Graham

Albany County Coroner

/s/ Peggy A. Trent

Peggy A. Trent

Albany County & Prosecuting Attorney

/s/ Janice Sexton

Janice Sexton

Albany County District Court

Roll call showed Chesnut, Richardson, and Sullivan. Aye. MOTION CARRIED.

4. Approve, Amendment Number Four Agreement between Albany County, Wyoming and Albany County Hospital District DBA Ivinson Memorial Hospital for service pursuant to W.S. §25-10-101 through 25-10-127 from August 1, 2015 to August 31, 2015.

MOTION by Richardson to APPROVE Amendment Number Four Agreement between Albany County, Wyoming and Albany County Hospital District DBA Ivinson Memorial Hospital for service pursuant to W.S. §25-10-101 through 25-10-127 from August 1, 2015 to August 31, 2015.

Roll call showed Richardson, Chesnut, and Sullivan. Aye. MOTION CARRIED.

5. **ADJOURN.**

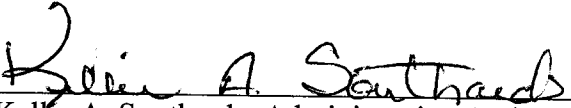
MOTION by Chesnut to ADJOURN the July 30, 2015 Special Meeting at 9:38 a.m.

Roll call showed Chesnut, Richardson, and Sullivan. Aye. MOTION CARRIED.

BOARD OF COUNTY COMMISSIONERS

/s/ Tim Sullivan, Chairman

ATTEST:


Kellie A. Southards, Administrative Assistant
to the County Clerk