

November 28, 2005

The regularly scheduled meeting of the Cleveland County Budget Board was called to order this 28<sup>th</sup> day of November, 2005, in the conference room of the Cleveland County Fairgrounds, 605 E. Robinson, Norman, Oklahoma, by Chairman George Skinner. Roll was called by Dorinda Harvey, County Clerk/Secretary and those present were:

George Skinner, Chairman  
Denise Heavner, Vice-Chairman  
Dorinda Harvey, Secretary  
F. DeWayne Beggs, Member  
Saundra DeSelms, Member  
Bill Graves, Member  
Rhonda Hall, Member  
Leroy Krohmer, Member

Others present were: Dan Cary, Tammy Howard, Donna Roberts, Pat Jennings, and Terran Manning.

After the reading of the minutes of the regular meeting of November 14, 2005, and there being no additions or corrections, Bill Graves moved that the minutes be approved. Denise Heavner seconded the motion.

The vote was: George Skinner, yes; Denise Heavner, yes; Dorinda Harvey, yes; F. DeWayne Beggs, yes; Saundra DeSelms, yes; Bill Graves, yes; Rhonda Hall, yes; Leroy Krohmer, yes. Motion carried.

Chairman Skinner called for the presentation by Pat Jennings, AFLAC, on a new option (extended grace period) available for County Employees.

Pat Jennings stated that the IRS relaxed its policy on the non-reimbursed medical. Used to if you didn't incur the expense by the end of December you would lose the money that you had in your account. The IRS now says that you have an option (the county) that you can extend that period up to March 15, of the following year and expenses incurred during that time could be used to withdraw your money. Ms. Jennings stated that it is a good thing if you don't have a lot of employees that get their money out ahead of time and she thinks that there are about fifteen (15) to twenty (20) employees participating. If the employee decides the next year to do the medical reimbursement again the first money that would come out would be in January, but the expenses would come out of the old money. So the employee may end up with a surplus at the end of the following year. This is up to the County to decide whether or not to do this option. This does not include childcare.

Chairman Skinner called for discussion, consideration, and/or action to approve the new option available for County Employees through AFLAC.

Saundra DeSelms moved, seconded by Denise Heavner, to approve the new option available for County Employees through AFLAC extending the non-reimbursed medical to March 15, of the following year.

The vote was: George Skinner, yes; Denise Heavner, yes; Dorinda Harvey, no, F. DeWayne Beggs, no; Saundra DeSelms, yes; Bill Graves, yes; Rhonda Hall, yes; Leroy Krohmer, yes. Motion carried.

(Bill Graves exited the meeting during the following presentation.)

Chairman Skinner called for presentation by Dan Cary, Safety Director, on Cleveland County Drug and Alcohol Policy.

Dan Cary stated he had passed out to everyone a copy of the ACCO recommended drug and alcohol testing policy for Cleveland County. The county has had drug and alcohol testing for sometime for the men that are on the road crews and it is required by DOT. The ACCO policy now includes an option where the county could have a drug and alcohol policy for all employees in certain instances. The road crews will still be the same way it has always been done because it is mandatory. Under the policy that is being looked at it gives the county and the elected officials the option of having additional drug and alcohol testing, primarily the new employees. All applicants before they go to work will have to pass a drug and alcohol test. The cost is about \$25.00 and they will be sent up to Consenta at Crossroads Mall. (The county uses this Medical Firm for workers' comp, current drug and alcohol testing.) The next is reasonable suspicion testing policy. This is for someone that the Official or Supervisor feels is under the influence of drugs or alcohol and you can request a reasonable suspicion test. The intent of the policy is for each Elected Official to handle their employees and it is the Elected Officials call. There is a post accident inclusion in this and if an employee is driving a county vehicle or doing county business and an accident occurs having over \$500.00 in personal property damage the post accident testing could apply, it is still optional except employees with CDL's. Sections 1-14 applies to everyone and can be changed, sections 15-27 apply to DOT requirements and these cannot be changed. The next area is random testing; this applies to people other than the drug and alcohol or other than the DOT people. This is going to be peace officers or police officers, and that would be deputy sheriffs and employees with drug interdiction reasonability's, employees that are engaged in activities that directly effective the safety of others. Employees that work in direct contact with inmates (custody of DOC), juveniles, and children in need of supervision in the custody of DHS. This is really put in so if the county (at some time) wanted to do a scheduled periodic testing then this could be implemented for those people but not everyone. The last section is about post rehabilitation testing.

The plan also calls for an employee assistance program. Other than the testing of applicants (new hires) that states it will be, the rest of the policy states may be. Mr. Cary went over the policy in detail, answered questions from Officials, and stated that he would get with Mike McDanel, (Assistant District Attorney) and make the changes to the policy that the Officials had discussed.

Rhonda Hall, Court Clerk, stated the County is going to ring bells for the Salvation Army, on December 12, 2005, at Hobby Lobby, and asked if anyone was interested to please contact her.

Leroy Krohmer stated he was having his dinner at the County Barn in Noble, on December 16, 2005, at noon.

There being no further business to come before the Board, Leroy Krohmer moved that the meeting be adjourned. Denise Heavner seconded the motion.

The vote was: George Skinner, yes; Denise Heavner, yes; Dorinda Harvey, yes; F. DeWayne Beggs, yes; Sandra DeSelms, yes; Rhonda Hall, yes; Leroy Krohmer, yes.

Motion carried.