

CLEVELAND COUNTY BUDGET BOARD

MINUTES

JULY 13, 2015

The regularly scheduled meeting of the Cleveland County Budget Board was called to order at 10:30 a.m. this 13th day of June 2015 in the conference room located at 122 E. Eufaula Street by Chairman Rod Cleveland. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Chairman
Tammy Belinson, Secretary
Rhett Burnett, representing Sheriff Joseph Lester, Member
Harold Haralson, Member
David Tinsley, Member

The following members were absent: Jim Reynolds, Vice-Chairman; Rhonda Hall; Sheriff Joseph Lester; and Darry Stacy.

Others present were: Assistant District Attorney Jim Robertson, Assistant District Attorney Heather Darby, Linda Atkins, Susan Reese, Bryan Jenkins and Shelley Taylor.

After the reading of the minutes of the regular meeting of June 8, 2015 and special meeting of June 22, 2015 and there being no additions or corrections, Rhett Burnett moved that the minutes be approved. Harold Haralson seconded the motion.

The vote was: Rod Cleveland, yes; Tammy Belinson, yes; Harold Haralson, yes; Rhett Burnett, yes; David Tinsley, yes.

Motion carried.

A. Items of Business:

1. Shelley Taylor, HR Department, updated the Board on a proposed rulemaking to update the regulations defining and delimiting the exemptions for “white collar” employees. The exempt employees would be managers, supervisors, etc. The proposal is not approved yet, however, if it is approved, the threshold of what the supervisors make will rise from \$23,660 to \$50,440.00 a year. Shelley Taylor said that an employee that does not make the \$50,000.00 would qualify for overtime pay. It does not apply to emergency workers or police and most offices are fine with their supervisors at this time. Job descriptions are needed for all employees from each department. Job descriptions identify the exempt status of each employee if the County is ever audited by the Labor Board. She said that an on-line hiring for the Assessor’s office was finalized after receiving many applicants and it was considered a success for the first time to post a job on-line. David Tinsley said, “It was great. I didn’t have to do anything.” Shelley Taylor said that she is still working on an employee handbook and is close to completion, with the exception of one policy concerning the National Disaster Policy Leave. This policy defines those whose homes are destroyed by flooding and tornados. She discussed plans proposed by the Wellness Committee. A Health Fair

is scheduled for September 16, 2015 from 10:00 am to 2:00 p.m. Another topic of discussion was an “Employee Lunch and Learn” with subjects ranging from gardening to economics. She said that Safety Director George Mauldin participated in CPR training and certification in order to instruct CPR. Grant money to purchase defibrillators for the courthouse in case of an emergency is still a possibility. She said that George will go to the district barns and instruct those interested in learning CPR.

2. Assistant Purchasing Agent Susan Reese reported that the **Purchasing Department** sent out an RFP (Request for Proposal) for food server provider for the courthouse that will close on July 31, 2015. Purchasing has received no response at this time on the proposal.
3. **Tammy Belinson** moved, seconded by Harold Haralson, to **approve** the requested **Transfer of Appropriations** regarding the following:

- a. From **Fair Board**, FF1B, Fair Board Personal Services Part Time, **\$2,603.73**; FF1C, Fair Board Travel, **\$1.60**; FF2, Fair Board M & O, **\$362,281.38**; FF3, Fair Board Capital Outlay, **\$2,082.17** to **Fairgrounds**, FG1B, Fairgrounds Personal Services Part Time, **\$2,603.73**; FG1C, Fairgrounds Travel, **\$1.60**; FG2, Fairgrounds M & O, **\$362,281.38**; FG3, Fairgrounds Capital Outlay, **\$2,082.17**.

The vote was: Rod Cleveland, yes; Tammy Belinson, yes; Harold Haralson, yes; Rhett Burnett, yes; David Tinsley, yes.
Motion carried.

4. Tammy Belinson moved, seconded by Harold Haralson, **to go into Executive Session at 10:54 am for the purpose of discussing the following:**
Pursuant to 25 O.S. 2001 307 B.1, Discussion with Counsel regarding employment, promotion, demotion, salary, stipend, contract labor, disciplining or resignation of Tomi Walden, Rosalie Hall, Pamela Dominic, Jami Welbourne, Leanna Smoot, Karen Berry and any other positions being paid by the County District Court L1A Budget.
The vote was: Rod Cleveland, yes; Tammy Belinson, yes; Harold Haralson, yes; Rhett Burnett, yes; David Tinsley, yes.
Motion carried.

Rod Cleveland moved, seconded by Tammy Belinson, to reconvene the meeting at 11:22 a.m.

The vote was: Rod Cleveland, yes; Tammy Belinson, yes; Harold Haralson, yes; Rhett Burnett, yes; David Tinsley, yes.
Motion carried.

5. **Chairman Rod Cleveland** called for **Action Regarding Executive Session on the following:**
Pursuant to 25 O.S. 2001 307 B.1, Discussion with Counsel regarding employment, promotion, demotion, salary, stipend, contract labor, disciplining or resignation of Tomi Walden, Rosalie Hall, Pamela Dominic, Jami Welbourne, Leanna Smoot, Karen Berry and any other position being paid by the County District Court L1A Budget.

Rhett Burnett moved, seconded by David Tinsley, to recess the meeting until next Monday, July 20, 2015 at 1:15 p.m.

The vote was: Rod Cleveland, yes; Tammy Belinson, yes; Harold Haralson, yes; Rhett Burnett, yes; David Tinsley, yes.

Motion carried.

B. No **new business** was presented to the Board for discussion.

C. No **discussion** was had by the **Board Members** regarding **County Business**.

D. No **comments** from the **public** were made.

E. There being no further business to come before the Board, Rod Cleveland moved that the meeting be **adjourned** at 11:23 a.m. David Tinsley seconded the motion.

The vote was: Rod Cleveland, yes; Tammy Belinson, yes; Harold Haralson, yes; Rhett Burnett, yes; David Tinsley, yes.

Motion carried.

(Clerk's Note: Agenda was posted on July 10, 2015 at 8:54 a.m.)