

PERSONNEL COMMITTEE  
DRAFT MEETING MINUTES  
Tuesday, November 7, 2023  
Howard Male Conference Room

The Personnel Committee met on Tuesday, November 7, 2023 at 12:00 p.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT:     Jesse Osmer, Chair  
                                      Burton Francisco  
                                      Robin LaLonde  
                                      John Kozlowski (excused)

OTHERS PRESENT:               Mary Catherine Hannah, County Administrator  
                                      Jennifer Mathis, Human Resource Specialist

CALL TO ORDER

Chair Osmer called the meeting to order at 12:02 p.m.

ROLL CALL

All members present.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

APPROVE AGENDA

Commissioner Osmer would like to amend the agenda to move the discussion on employee separations out of closed session. Moved by Commissioner Francisco and supported by Commissioner LaLonde. Motion carried.

INFORMATION ITEM Commissioner Osmer would like to return his County laptop and start using his personal laptop. Commissioner Osmer said that he could use his personal email address on his laptop. County Administrator Hannah said that we may be able to forward his County emails to his personal email account and we will look into it.

INFORMATION ITEM If employees do not complete their monthly IT Knowbe4 training, they get locked out of their accounts. This is a reminder that the training needs to be completed. If you get locked out of your account, you can call IT and they can allow you access for 24 hours. Commissioner Osmer said that elected officials need access to their emails and should not get locked out. This is a tool that they need to do their job, and we are inhibiting them from doing a job that they are elected to do. County Administrator Hannah said that we receive about a 50% reduction on our premium for cyber insurance by completing this monthly training. Commissioner Francisco said that it's only 12 minutes a month and he can find time to do it for an economic factor. The overall compliance rate has significantly gone up since we started locking accounts for not completing training on time. Commissioner Osmer would like to see if we can bypass the video and go straight to the quiz. Commissioner Osmer also asked if there are trainings that are more directed to government. County Administrator Hannah will see if there is more appropriate training for government employees.

INFORMATION ITEM The MERS valuation report shows that we are currently 64% funded and anticipate that we should be fully funded by 2038-2039.

INFORMATION ITEM The County had one employee from the animal control department resign in October due to a better job opportunity.

Closed session 12:35pm.

Open 12:50pm

Roll call Commissioner Francisco and Commissioner Osmer present. Commission LaLonde excused.

Motion to adjourn by Commissioner Francisco with support by Commissioner Osmer. Motion carried. The meeting adjourned at 12:51 p.m.

**Next meeting: Tuesday, December 5th, 2023 at 12:00 p.m. in the Howard Male Conference Room**

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Jesse Osmer, Chairman

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Jennifer Mathis, HR Specialist

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