Effingham County Georgia
Board of Commissioners

Damon M. Rahn, Chairman at Large
Forrest F. Floyd, District 1
Roger Burdette, District 2
Jamie Deloach, District 3
Elizabeth Helmly, District 4
Phil Kieffer, District 5

WORK SESSION MEETING MINUTES
OCTOBER 20, 2026

The Board of Commissioners of Effingham County, Georgia, Mr. Damon Rahn, Mr. Forrest Floyd, Mr. Roger Burdette, Mr. Jamie Deloach, Ms. Elizabeth Helmly and Mr. Phil Kieffer, met in work session 4:00 p.m. on Tuesday October 20, 2026 in the Commissioners Meeting Chambers at the Effingham County Administrative Complex located at 804 South Laurel Street Springfield, Georgia 31329.

STAFF PARTICIPATION

Mr. Tim Callanan – County Manager, Ms. Stephanie Johnson – County Clerk, Mr. Jake Zeigler – Communications Manager and Mr. Nicholas Stark – I.T. Specialist.

CITIZEN PARTICIPATION

None to announce.

I - CALL TO ORDER

Chairman Rahn called the session to order at 4:05 p.m.

II – DISCUSSION TOPICS

DISCUSSION OF THE 2026 COUNTYWIDE JOB DESCRIPTION REVIEW AND STANDARDIZATION (1):

HR Director Mausolf, accompanied by staff members Libby Kessler and Survira Parker, presented an update on the countywide job description review supporting the County's TrueComp salary software. HR partnered with department heads and elected officials to standardize outdated job descriptions, establishing uniform titles, clear reporting structures, supervisory roles, and distinct job qualifications. Submissions were validated against historical records, with Director Mausolf noting these administrative drafts await formal Board approval.

County Manager Callanan highlighted key benefits, including uniform titles, accurate cross-jurisdictional comparisons in TrueComp, and consistent benchmarks to prevent budget pay disputes. Director Mausolf clarified to Commissioner Burdette that this study accounts for specialized certifications unlike the 2020 Evergreen review. Final TrueComp recommendations will be presented for potential January implementation, with early data pointing toward adjustments for correctional officers and engineering roles currently tracking above market averages.

BRIEF OPEN ENROLLMENT UPDATE (2):

HR Director Sarah Mausolf provided an operational update on upcoming benefit renewals, reporting that most insurance lines remain under a rate lock and dental premiums will see a modest 5% increase, which compares favorably to historical trends of 12% to 13%. Medical renewal rates are currently under stop-loss underwriting, with the County's broker evaluating whether to raise the stop-loss threshold from $125,000 to $150,000 to manage high-cost medical claims. Dental, vision, HSA/FSA administration through Lively, and ACCG retirement plans will remain unchanged, though ACCG announced premium decreases for long-term disability and one additional coverage line for certain first responders. Addressing prior inquiries regarding extending active-employee insurance rates to long-tenured retirees, Director Mausolf explained that brokers advise against it due to plan compliance and federal non-discrimination restrictions, though HR will continue researching legal options for future evaluation.

ENGINEERING RECRUITMENT UPDATE (3):

County Manager Callanan and HR Director Mausolf presented progress reports on active recruitment efforts, noting that candidate pools currently stand at 8 applicants for parks and vertical projects, 3 for stormwater, 2 for transportation, and 1 for the County Engineer leadership role. Interviews are beginning for the leadership position and parks/vertical project roles, while recruitment for transportation engineering remains open to build additional candidate depth. Staff confirmed that offered compensation is competitive and exceeds regional benchmarks such as GDOT starting rates, with the primary hiring constraint being a general shortage of qualified applicants rather than salary levels. External consultants continue managing active county engineering projects in the interim, and HR noted strong recruitment results elsewhere, with 10 highly qualified candidates applying for the open Senior Accountant position.

III – ADJOURNMENT

At 4:27 p.m., there being no further discussion, the meeting was adjourned.

Damon Rahn, Chairman

Stephanie D. Johnson, County Clerk

APPROVED BY THE BOARD OF COMMISSIONERS
NOVEMBER 3, 2026