

Policy & Personnel Committee
July 23, 2020

The Policy & Personnel Committee met Thursday, July 23, 2020 at 7:30 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Lewis Chatham, Ms. Tarneshala Cowans, and Ms. Regina Rowe. Absent: none. Also in attendance: Mr. John McCarty.

The meeting was called to order by the Chair, Ms. Cowans. Mr. Chatham gave the invocation and Ms. Rowe led in the recitation of the Pledge of Allegiance.

There were no public comments.

Motion Ms. Rowe, seconded Mr. Chatham to amend the agenda to include discussion of the new Road Department Drainage Crew and 2020 asphalt maintenance program. Motion carried unanimously.

Motion Ms. Rowe, seconded Mr. Chatham to recommend hiring Mr. Jordan Carroll and Mr. Jamie Holland as Operator I's in the Road Department. Ms. Thomas presented the department recommendations. Motion carried.

The Committee discussed the COVID-19 policy. The Secretary-Treasurer presented new information and guidelines from the CDC, extended FMLA program, and other industries. The Committee asked the Secretary-Treasurer to draft an amended COVID-19 policy based on the new guidance and present it at the Business Session. Motion Ms. Rowe, seconded Mr. Chatham to recommend the Jury adopt an amended COVID-19 policy based on the new guidelines. Motion carried.

The Secretary-Treasurer presented the Telecommuting Policy.

Motion Mr. Chatham, seconded Ms. Rowe to recommend the Jury adopt the Telecommuting Policy. Motion carried.

The Chair recognized Mr. Robert "Bubba" Anderson to discuss the staffing of the Maintenance Department. Mr. Anderson and the Committee discussed trustee labor from the prison. Mr. Anderson requested that the Jury add a permanent position for an additional General Laborer in the Maintenance Department.

Motion Mr. Chatham, seconded Ms. Cowans to recommend the Jury add a position of General Laborer to the Maintenance Department. Motion carried with Ms. Rowe voting "Nay" stating that she would like more information on the status of the availability of trustees before adding a new position.

The Chair invited Mr. Anderson to discuss his request to be re-classified from Level I to Level III. Mr. Anderson described his current duties. Ms. Rowe stated that she would like to see the Operations Manager position filled before making changes to the organization and recommended that they table the discussion until it is filled. The Committee requested that Ms. Thomas draft a formal recommendation for the Jury to re-classify Mr. Anderson to Level III at the Business Session.

The Committee discussed the work assignments of the new Road Department Drainage Crew and expressed concerns about them being assigned to asphalt work. The Committee reviewed the Road Work Schedule and the adopted 2020 asphalt maintenance program.

The Committee asked the Secretary-Treasurer to discuss their concerns with the Road Department Superintendent.

Motion Ms. Rowe, seconded Mr. Chatham to adjourn. Motion carried.