

CITY OF FAIRHOPE

Personnel Board Meeting
5:30 p.m. – June 15th, 2023
161 N Section Street
Fairhope, AL 36532

Present were:

Members: Chairman Genie Frazier; Rob Stankoski; Tyler Garner; Terry Ullrich; Jake O’Neil; HR Manager Cory Pierce; Water Treatment Manager Tim Manuel; Mayor Sherry Sullivan

The meeting was called to order at 5:30 p.m.

A motion to approve the March minutes was made, a second to approve. A motion to approve the April minutes was made, a second to approve.

Genie Frazier followed up on the request for a written policy of the proposed sick leave time conversion changes. Mayor Sherry Sullivan raised the idea of recruitment bonuses, that Councilman Burrell has discussed several times. Bonuses are required to be paid out once a year which is Christmas time, so this bonus would be paid as an addition to that sum over two years. Mayor Sullivan proposed the following recruitment bonus structure for employees: a bonus of \$200 if the new employee is employed for 3 months, \$100 more after 6 months, and another \$200 if employed for the full year, totaling \$500. Cory Pierce stated yearly turnover for employees was 33% over the past year, putting the City in the high-risk category for federal grant approvals. Tyler Garner and Genie spoke about success in their employment with attaining quality candidates through referrals.

Mayor Sullivan spoke about “roll over” vacation time. She does approve of this idea if the time is used within 90 days, and she hopes this will accommodate employees thus adding to their benefits.

Cory presented a request by the Building Official to reclassify the Fire Safety Position. Cory presented a request by the Building Official to rename our Assistant Building Official to a Chief Inspector to gain more qualified candidates to apply. The Board will review these positions for further discussion at the next meeting. Tim Manuel commented on several of the challenges in the water treatment department when it comes to keeping talent. He named several instances that resulted in losing employees to other municipalities, both big and small, because of pay. In regards to the building department, we are hoping that Erik Cortinas can attend the next meeting to give us clarification on the pay grade changes.

Cory updated the Board on safety. The plan is to get all departments in the City CPR certified. The City has paid out \$26,825.54 in workers' comp claim expenses so far this year. Last year, they were at \$146,706.29. This projected year-over-year improvement is very commendable. There are also two claims that are currently being investigated which may improve these figures for 2023.

Cory stated that supplemental insurance participation has increased. There has been a lot of hiring and orientation going on lately. Cory discussed drug and alcohol training for the drug free workplace program which will give the City a certification from the Department of Labor that grants an 8% reduction in workers comp premiums.

Final thoughts were provided by the Board.

A motion was made, and a second to adjourn.

With gratitude,

Jake O'Neil, Secretary
Personnel Board