TOPICS:
- Negotiations Update
  a) Compensation Impact Calculation Sheet
- Proposed Reclassification of the Office Assistant (CDS) Position
- Sheriff's Office Administrative Leave
- Purchase of Laser Printer
- Human Resource Delinquencies

ATTENDANCE: Perry Huston, Max Golladay, Bruce Coe, Kirk Eslinger, Lisa Young.

NO EXECUTIVE SESSION

REGULAR SESSION 10:10 a.m.
- Negotiations Update
  a) Compensation Impact Calculation Sheet
    o Kirk has created a new spreadsheet for total compensation comparison.
    o This will incorporate the cost for wages, medical, leave, and stipends/allowances.
    o It will be a useful tool for future negotiations and possibly for non-bargained situations.

- Proposed Reclassification of the Office Assistant (CDS) Position
  o Proposed Job Description will be provided by the department.
  o Kirk has given some guidelines and reinforcement.
  o Board feels that Kirk will not hear from them for a while.

- Sheriff's Office Administrative Leave
Employee on paid administrative leave has been brought back to work in a different capacity until determination can be made of whether they are fit for duty.

- Board wants to be sure it does not go beyond a reasonable length of time.
- The Board asked if we knew the anticipated outcome and time frame.
- Kirk will be in contact with the Sheriff.
- The Board reinforced that it should not be a lengthy process to make a fit for duty determination.

- Purchase of Laser Printer
  - Kirk presented a proposal and recommendation for the purchase of a new laser printer for the HR office.
  - The current laser printer has been fading for quite some time.
  - Kirk was asked to hold off when prior request was made.
  - Board approved the recommendation.

- Human Resource Delinquencies
  - 2003 Study Session Minutes – these need to be reviewed prior to submitting due to the new format being requested.
  - HR Staff Evaluations.
  - Both will be completed by the end of the month.

**ADJOURNED (time not recorded)**