

**DEKALB COUNTY BOARD OF HEALTH
MINUTES OF EXECUTIVE SESSION
May 24, 2016**

BOARD OF HEALTH MEMBERS PRESENT

Christina Jones, RN, MS – President
Ruth Anne Tobias – Vice President
Celeste Latham – Secretary
Maria Caudillo
Heather Breuer, DMD
LeAnn Gruber, DVM
Mayuri Morker, MD

BOARD OF HEALTH MEMBERS ABSENT

Derryl Block, RN, PhD
Keith Foster, JD
Roger Faivre
Ronald Feldmann, MD

STAFF MEMBERS PRESENT

Jane Lux, Public Health Administrator

The Board of Health entered into Executive Session at 8:34 PM for the purpose of discussing Employment Matters -- Collective Bargaining Update -- under Subsection Number 2 and Employment Matters -- Personnel -- under Subsection Number 1, both of Section 2 (c) of the Open Meetings Act.

DISCUSSION

1. Employment Matters -- Collective Bargaining Update

Mrs. Lux reported that she expedited the meeting schedule so she could bring a completed new Collective Bargaining Agreement to the Board of Health for a vote in May. The final meeting on May 2, 2016 was productive, and we reached a tentative agreement on all open issues. The AFSCME team withdrew their no layoff guarantee and holiday proposals, and wanted to concentrate on wages and caps to health insurance premiums. Mrs. Lux reported on historical wage increases and the wage proposal that had tentative agreement: 1%, 2.25%, 2.0%, 2.0% and 1.75% 2016 through 2020, respectively. She shared the Health Insurance Premium Cap and a summary of all other proposals that had tentative agreement. The negotiations went smoothly.

2. Employment Matters -- Personnel

Mrs. Lux stated that two of the three nurses that we employed on a part-time temporary (PTT) basis to assist with clinics (when staff is on leave and for mass immunization clinics) resigned. She recommended a salary rate increase for the remaining nurse so her salary would be on par with the salary of a new PTT nurse hire. This is necessary because PTT salaries are not automatically increased annually with other salaries, and this nurse's salary has been the same over the four years of her employment.

Mrs. Lux recommended one-time additional compensation for extraordinary circumstances in accordance with the *Overtime for Positions Classified Administrative and Management Policy* for the Director of Administrative Services, Director of Community Health and Prevention and Communicable Disease Program Coordinator. Over the past year and a half, these salaried leadership staff members increased their workloads and time over and above their respective work weeks to operationalize new processes for expanded clinical billing that has resulted in increased utilization and revenue, without adding additional staff resources. Mrs. Lux demonstrated that the increased revenue offsets the expense.

Mrs. Lux reported on a year-long performance issue regarding a long-term employee. She gave a timeline of performance discussions and coaching meetings, formal discipline that included bargaining unit representation and a *Last Chance Agreement* to give the employee an opportunity to improve. The employee did not follow through with the Agreement. Performance improvement did not occur and impacted other employees who brought their concerns to management and the union. We received counsel from our labor attorney who was in regular contact with the AFSCME representative. We offered a *Resignation Agreement and Release* that the employee did not sign. The employee submitted a letter of resignation April 25, 2016. On April 29, 2016, we received a letter from the employee's attorney seeking six month's severance pay. Our attorney sent a response that respectfully rejected the demand for severance pay and stated we considered the matter closed. The employee filed for unemployment on May 5, 2016.

Celeste Latham, Secretary
DeKalb County Board of Health
Executive Session Minutes
May 24, 2016