

**PITTSBURG COUNTY ELECTED OFFICIALS  
SPECIAL MEETING  
MINUTES  
MARCH 14, 2016**

The County Elected Officials, Pittsburg County, met in special session on March 14, 2016 at 11:00 A.M.; Meeting held in the County Commissioners Conference Room, Pittsburg County Courthouse after proper notice and agenda were posted indicating time and date. Agenda was posted on March 9, 2016, 12:22 P.M.

**Roll Call:** The meeting was called to order by Chairman Selman. Roll was called.

Ross Selman, Chairman	Present
Kevin Smith, Vice-Chairman	Present
Gene Rogers, Commissioner	Present
Hope Trammell, County Clerk	Present
Cathy Haynes, Assessor	Present
Donna Scrivner, Treasurer	Present
Cindy Ledford, Court Clerk	Present
Joel Kerns, Sheriff	Absent

Also present were Chuck Sullivan, First Assistant District Attorney; Cathy Thornton, Election Board Secretary and Kevin Enloe, Emergency Management Director.

**3. APPROVEAL OF AGENDA:** Smith made a motion to approve the agenda; seconded by Selman.

AYE: Ross Selman  
Kevin Smith  
Gene Rogers  
Hope Trammell  
Donna Scrivner  
Cathy Haynes  
Cindy Ledford

NAY: None.

Motion Passed.

**4. ELECTED OFFICIALS BUSINESS:**

**The board moved down the agenda to item 9C.**

**C. DISCUSSION REGARDING AIR AMBULANCE SERVICE:** Smith explained the concerns regarding the liability of contracting with one company with two companies in the area. First Assistant District Attorney Chuck Sullivan explained that there is no difference than paying for insurance and that he doesn't think there is anything prohibitive to selecting a plan. Enloe explained the 911 rotation if the air ambulance is called to an accident scene.

Sheriff Kerns joined the meeting at 11:08 a.m.

Sullivan also explained the option of having an agreement with both companies. Smith stated that both companies will not sign a joint agreement. Smith asked if most employees would like to have a plan. The response from the officials was to have a plan that would cover most people. Smith suggested that we have Jennifer Green with Air Med Care to attend the next Commissioners meeting to answer questions and discuss the contract.

**The board moved back up the agenda to item 4A.**

**A. DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT 2.0 TO THE EMPLOYEE PERSONNEL POLICY HANDBOOK:** Hope Trammell read the amendment in regards to personnel files. Smith made a motion to approve the amendment; seconded by Rogers.

AYE: Ross Selman  
Kevin Smith  
Gene Rogers  
Hope Trammell  
Donna Scrivner  
Cathy Haynes  
Cindy Ledford  
Joel Kerns

NAY: None.

Motion Passed.

**B. DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT 3.0 TO THE EMPLOYEE PERSONNEL POLICY HANDBOOK:** Hope Trammell explained that the amendment is to change the family medical leave act to the amended fmla from ACCO. Smith explained the family medical leave standards. Smith stated that this would be in place if you have to have a doctor's note to return to work. The board discussed as to when this should be in use. Trammell suggested that after five working days would be a good time to invoke the use. Smith made a motion to approve the amendment; seconded by Rogers.

AYE: Ross Selman  
Kevin Smith  
Gene Rogers  
Hope Trammell  
Donna Scrivner  
Cathy Haynes  
Cindy Ledford  
Joel Kerns

NAY: None.

Motion Passed.

**5. NEW BUSINESS:** Smith suggested to set the next meeting for 11:00 on March 21, 2016 for the changes to the sick leave policy to coincide with the fmla.

**6. ADJOURNMENT/RECESS:** There being no further business brought before the board. Smith made a motion to adjourn; seconded by Rogers.

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AYE: Ross Selman  
Kevin Smith  
Gene Rogers  
Hope Trammell  
Donna Scrivner  
Cathy Haynes  
Cindy Ledford  
Joel Kerns

NAY: None.

Motion Passed. Meeting Adjourned.