

General Government Committee

August 12, 2014

Summary and Motions

Chair Kay called the meeting to order at 11:00 AM. All Committee members were present except Akers and Lawless. Henson and Stinnett also attended but were not part of the quorum.

1. Approval of Summary for the March 4, 2014

Gorton recommended a change to page 5 of the summary. Motion by Myers to approve the summary as amended. Seconded by Lane. Motion passed without dissent.

2. Wireless Devices Policies

Aldona Valicenti presented an update to the committee regarding the procurement, security issues, and use of wireless devices. She reviewed the revision timeline of the draft CAO policy; a draft policy is currently being reviewed by the Department of Law.

A wireless request form will be required for requests. Management will approve the device, Computer Services will assist with choice of phone and carrier, and the device will be shipped to Computer Services to be inventoried. Employees will be required to sign an Acceptable Usage Agreement.

Valicenti further reported on the status of a Bring Your Own Device policy. This issue is being reviewed for policy formulation at the state level, and the LFUCG is awaiting the outcome of that effort before moving forward with a policy.

In response to a question from Lane, Valicenti stated that devices often have multiple accounts. In the event a device is lost or stolen, we must consider how the LFUCG's data would be protected. She further stated that devices paid for by the LFUCG are assumed to be utilized for business, and personal use would be incidental.

Myers discussed the possibility of the LFUCG providing an allowance for employees rather than procuring cell phones. Valicenti responded that stipends would typically be offered to all employees. Myers requested that Valicenti investigate the University of Kentucky's policy in this regard.

In response to a question from Kay, Valicenti stated that managers would be responsible to review and approve employee requests for devices.

Kay asked about next steps in the process. Valicenti stated that the CAO policy related to wireless devices is currently being reviewed by the Department of Law, and is expected to become an official policy in September 2014.

3. Coroner's Office Salary & Classification

CAO Hamilton updated the committee on the request from Henson regarding Coroner's office hazardous pay. John Maxwell commented on the issue, and stated that the Coroner's office staff qualify for hazardous duty pay, but the ordinance does not currently allow unclassified employees to receive hazardous duty pay. Maxwell recommended amending the ordinance to address this issue; the amendment is currently being reviewed by the Department of Law.

In response to a question from Gorton, Maxwell stated that the Coroner's office provided information meeting the criteria used to determine the appropriateness of a hazardous duty supplement. Gorton requested that the proposed ordinance amendment be brought to the next meeting.

Lane requested salary information for the Coroner's office, and asked for the information to be sent to him. Maxwell reported on the amount of hazardous duty pay in question, and the number of LFUCG employees currently receiving hazardous duty pay.

Stinnett asked how the compensation study considered experience. Maxwell commented that the study looked at the employee's time in their current position for experience. Stinnett asked if outside experience was taken into consideration. Maxwell stated that outside experience should have been taken into account when employees were hired. Stinnett asked how salary ranges compare to other cities, stated that he would like to see how the Coroner's office salaries compare to other cities, and questioned the correctness of the salary ranges.

Kay suggested keeping this item on the agenda pending the availability of further information.

Henson stated that there may not be parity between the job duties being performed by the Coroner's office in comparison with other Coroner's offices. Maxwell further explained the methodology of the study.

Kay requested a draft of the subject ordinance.

Gorton does not want to lose sight of the fact that there are 2 issues, salary study and hazardous duty pay. She does not want the hazardous pay to get caught up in the compensation study. Gorton feels that this piece can move forward once there is a change to the ordinance.

Lane asked if the Coroner had to have any special training, and requested information regarding licensure requirements. Maxwell did not have this information available.

Gary Ginn commented on the issue, and provided salary comparisons with nearby cities.

Myers asked Maxwell what cities were used for the compensation study. Maxwell said there were eleven cities, and confirmed that the same cities were used for comparison in the compensation study and the study of the Coroner's hazardous duty pay.

4. Alcohol Sales on Election Day

Gorton introduced the item, and explained that the state legislature has provided cities with the authority to repeal bans on alcohol sales on Election Day. She stated that many cities have already repealed their ordinances.

Motion by Gorton, seconded by Lane, to approve an ordinance repealing section 3-21(e) of the Code of Ordinances pertaining to the sale, giving away or delivery of alcoholic beverages on any primary or regular election day, and renumbering the Code of Ordinances accordingly. Motion passed unanimously.

5. Items Referred

On a motion by Gorton, seconded by Lane, the "Alcohol Sales on Election Day" item was removed. Motion passed unanimously.

Craig Bencz noted that the "Neighborhood Parks Task Force" item was previously removed by the committee, and remains on the list due to a scrivener's error.

Myers requested that the University Kentucky's policy on cell phones be brought to the next meeting.

The meeting was adjourned at 12:02 p.m.