



MINUTES

Board of County Commissioners

Tuesday, March 23, 2021 @ 1:15 PM

South Walton Annex Board Room
Workshop

COMMISSIONER ATTENDANCE

PRESENT: Chairman Trey Nick, Vice-Chairman Michael Barker, Commissioner Boots McCormick, Commissioner Danny Glidewell, and Commissioner Tony Anderson

STAFF PRESENT: Larry Jones, County Administrator and Clay Adkinson, Interim County Attorney

CALL TO ORDER

Chairman Nick called the Workshop to order at 1:15 p.m. He announced that no action or public comment would be taken and that the workshop would be limited to one hour.

AGENDA

Mr. Gary Mattison, District 4 Aide discussed his past experiences with county restructuring. He felt that the county government has become complacent. He said there are solutions to the complacency and that the process to overcome the issues would be difficult. He recommended evaluation of the current organizational processes and employees. Mr. Mattison also encouraged the development of a county-wide plan using input from all the county departments. He talked about the need to gather information regarding employee audits, physical work locations of employees, staffing, redesign of the current performance evaluation system, and implementation of an award/incentive program. He stressed the need for a written strategic plan detailing what staff is to achieve. The departments and employees need to be held accountable in achieving the goals of the strategic plan. Mr. Mattison suggested a source to report directly to the board, through the Chairman, in order to get things done independently and to ensure the audit is accurate and truthful. Complete honesty and cooperation are needed from all employees. Commissioners should continually be kept informed and up to date on the organization's progress. Mr. Mattison recommended immediately addressing issues to continue the continuity of the process. Reorganization, if necessary, does not occur over night and takes hard work.

- 1.- **Direction regarding salary increases and performance evaluations for those positions reporting directly to the BCC and an update on the Beeman Report and direction for staff to bring back a plan to implement recommendations (Agenda Items 1 and 2 were combined for discussion.)**
- 2.

Commissioner McCormick questioned if there was anything currently in place. He voiced a need for the board members to agree with the criteria.

Commissioner Glidewell noted that evaluations are required by policy and recommended yearly evaluations for those who report directly to the board. He said those reporting directly to the board should be evaluated by each of the board members and compiled into an overall evaluation. A brief discussion was held on individual evaluations by each board member.

Commissioner Anderson referred to the Grand Jury Report and questioned if actions taken as a result of the workshop would cause the Grand Jury to reconvene. Attorney Clay Adkinson, Interim County Attorney, briefly discussed the findings of the report and stated he did not think the board's structuring plan would violate the report. He clarified that individual commissioners should not interfere with the day-to-day operations. Commissioner Anderson asked if Mr. Jones' authority would be superseded. Discussion ensued on the top three positions answering directly to the board (County Administrator, County Attorney, and TDC Executive Director) and the board's responsibility in establishing county structure and goals.

Commissioner Anderson voiced concern that changes to the structure could occur after every election and that certain positions could become political appointments rather than qualified people. He recommended guidelines be set. Commissioner Glidewell stated the hiring process should be fair and above board. Any job with the county should be earned and based on qualifications. Discussion ensued on how to determine the guidelines for the evaluations of the positions answering directly to the board.

Commissioner Barker noted that the Florida Association of Counties Trust (FACT), employs The Krizner Group, an employment law firm, to present free training to the counties on the topics of Human Resources, and employee evaluations. He said the county needs to take advantage of the opportunity.

Commissioner Glidewell discussed the need to provide competitive wages for employees based on performance evaluations. Mr. Jones expressed his gratitude for the opportunity to serve the county and welcomed any opportunity to improve. He said that staff's goal is to make the county the best place it can be. He talked on how evaluations are not just yearly scheduled events, but also in daily interactions. Discussion was held on the trickle-down effects fair and unbiased evaluations would have on all employees.

Commissioner Glidewell talked about how county departments had been consolidated in the past and encouraged looking at re-dividing the departments. He spoke on the importance of the Public Works, Finance, and Human Resources departments were to the county.

Commissioner Anderson voiced concern with not having a layer between the board and the three top tier employees and recommended the Administrator submit evaluations of the County Attorney and TDC Executive Director to the board. Commissioner Glidewell commented that the County Attorney dealt directly with the board and felt that the board should be responsible for that evaluation. Attorney Adkinson noted the County Attorney is a special position and no layer is needed. The County Administrator

and County Attorney work conjointly with the board. He did not recommend the County Administrator performing the evaluation of the County Attorney. He discussed the benefits of board evaluations for the top tier employees, recommended having position appropriate evaluations, and basing the salaries on the competitive market.

Discussion was held to consider whether a full board evaluation is preferred over a single evaluation by the Chairman, directing staff to bring back evaluation options to consider, and ensuring that the Sunshine Law is followed.

Commissioner Barker suggested consulting the Krizner Group for information on the evaluation forms. Mr. Nathan Kervin, Human Resources Director, reported that HR has used The Krizner Group for three years. He said he would bring back revised evaluation forms for the board to consider. Commissioner Barker recommended a committee be formed to develop a personnel strategic plan and vision for board consideration.

Discussion was held regarding the update to the Beeman Study and how to determine who would perform the update. Attorney Adkinson stated staff would bring back recommendations or proposals to secure a firm to perform the update.

3. Direction regarding the length of time to advertise for the County Attorney Position

Mr. Kervin said the advertisement for the County Attorney position has begun and that it would be advertised for a total of 8 weeks. He reported that four applicants have responded.

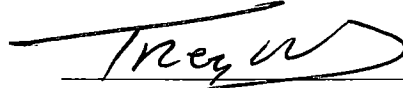
Commissioner McCormick asked what the advertising policy was. Mr. Kervin stated the county policy is a 14-day advertisement, but positions such as this can be advertised a minimum of a month.

Commissioner Glidewell asked how many applications were needed before they are presented to the board for consideration. Commissioner Barker asked if the commissioners could review the applications. Attorney Adkinson saw no reason the board could not review the applications. He asked if the board had reviewed the advertisement and minimum qualifications. The board members stated they had not seen the advertisement. Attorney Adkinson spoke about the differing views regarding qualifications. Commissioner Barker asked that Attorney Adkinson also review the applications to ensure qualifications are met.

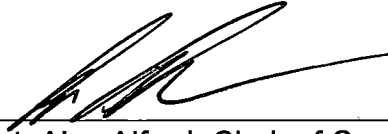
Discussion ensued on the length of time for the advertisement. Attorney Adkinson recommended that the advertisement state "open until filled" to allow the board to conduct interviews and find the most qualified candidate. Mr. Jones reviewed staff direction was to bring back information regarding the update of the Beeman Study and to bring revised evaluation forms for review. He said The Krizner Group would be involved in the discussions. Commissioner Glidewell asked that any recommendations for reorganization be brought back as well.

ADJOURN

There being no further items to discuss, the Workshop was adjourned at 2:05 p.m.



Trey Nick, Chairman



Attest: Alex Alford, Clerk of Court and County Comptroller