V I R G I N I A:

At a recessed meeting of the Washington County Board of Supervisors held Wednesday, April 2, 1997, at 7:00 p.m., at the County Administration Building in Abingdon, Virginia, the following were present:

PRESENT:

James T. Osborne, Chairman
Bobby D. Ingle, Vice Chairman
Kenneth G. Mathews
Joe W. Derting (Arrived at 7:45 p.m.)
Maurice H. Parris
Jackson Barker
Dulcie M. Mumpower

Mark K. Reeter, County Administrator
Joseph B. Lyle, County Attorney
Mark W. Seamon, Accounting/Purchasing Manager
Sandra M. Hatfield, CPS, Administrative Assistant

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1 **Call Recessed Meeting to Order**

Chairman James T. Osborne called the recessed meeting to order.

2 **Invocation and Pledge of Allegiance - Joe W. Derting**

Mr. Bobby Ingle gave the Invocation and led in the Pledge of Allegiance.

3 **Approval of the Agenda**

On motion of Mr. Parris, second by Mr. Ingle, it was resolved to add Agenda Item 6.a, Receipt of County Attorney Applications.

The vote on this motion was as follows: (6-0)

Mr. Osborne	**Aye**	**Mr. Ingle**	**Aye**	**Mr. Mathews**	**Aye**
Mrs. Mumpower	**Aye**	**Mr. Parris**	**Aye**	**Mr. Barker**	**Aye**

On motion of Mrs. Mumpower, second by Mr. Mathews, it was resolved to approve the Agenda as amended.

The vote on this motion was as follows: (6-0)

Mr. Osborne	**Aye**	**Mr. Ingle**	**Aye**	**Mr. Mathews**	**Aye**
Mrs. Mumpower	**Aye**	**Mr. Parris**	**Aye**	**Mr. Barker**	**Aye**

4 **Presentation and Discussion of Issues Regarding Employee Pay for Administrative Division Employees**

5 Review and Discussion of Possible Options for Employee Pay Plans

County Administrator, Mark K. Reeter, presented the following four employee pay plan options for Administrative Division personnel that resulted from Personnel Policy Committee discussions: (1) Continuation of the annual across the board increases, and is not tied to a performance evaluation system; (2) Step and Grade System; (3) Pay for Performance System, tied directly to the performance evaluation; and (4) A variation of the Pay for Performance System applied only to managerial employees.

Mr. Reeter outlined the various pay plan options commenting on the advantages/disadvantages for each. He asked for the Board=s direction so that he can present a pay plan system to the Supervisors by June 30, 1997. The system would be put into operation in FY 1997-98.

Discussion followed with Mr. Osborne polling each Supervisor for their response to the options presented. As a result, consensus agreement was reached to explore Option No. 3, Pay for Performance System. Supervisors expressed overall commitment and support for an employee evaluation system, and commented on the importance for employee performance accountability at all levels of service to the citizens.

(Mr. Joe Derting arrived at 7:45 p.m.)

At the request of Mr. Osborne, Mr. Mark Seamon, offered his perspective of a merit pay plan. He raised concerns over: applicability in departments where there are only a few number of employees; differences in evaluators= style; confidentiality issue of evaluations when tied to pay increases, pointing out the matter becomes public information; retaining a focus on a Ateam@ approach within the department.

Ms. Christianne Parker suggested that Option 4 be considered as a compromise pointing out there are some non-managerial positions that do not allow much opportunity for change or creativity within the job.

In their discussions, Supervisors complimented the committee for their efforts and work. Each Supervisor expressed their intent to adopt an employee pay plan for Administrative Division personnel that will reward the employees for exceptional performance.

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On motion of Mr. Mathews, second by Mr. Ingle, it was resolved to take a brief recess.

The vote on this motion was as follows: (7-0)

Mr. Derting	**Aye**	**Mr. Ingle**	**Aye**	**Mr. Mathews**	**Aye**
Mr. Osborne	**Aye**	**Mrs. Mumpower**	**Aye**	**Mr. Parris**	**Aye**
Mr. Barker	**Aye**				

6 **Recommendations for Administrative Division Staffing for FY 1997-98**

Mr. Reeter presented his recommendations for new or upgraded positions for FY 1997-98 stating they are being offered as information at this time.

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6.a **Receipt of County Attorney Applications**

Received communication from Mrs. Cecile Rosenbaum, Personnel Services Manager, relative to applications for County Attorney received by the application deadline of March 31, 1997. Discussion ensued concerning the process of reviewing the applications.

There was consensus agreement to discuss the matter in executive session at the April 8, 1997 Board of Supervisors Meeting.

7 **Adjournment**

On motion of Mr. Parris, second by Mr. Ingle, it was resolved to adjourn the meeting.

The vote on this motion was as follows: (7-0)

Mr. Derting	**Aye**	**Mr. Ingle**	**Aye**	**Mr. Mathews**	**Aye**
Mr. Osborne	**Aye**	**Mrs. Mumpower**	**Aye**	**Mr. Parris**	**Aye**
Mr. Barker	**Aye**				

James T. Osborne, Chairman