

Personnel Committee Meeting

Governmental Complex

615 E Worthey Rd, Gonzales

May 21, 2019 – 6:00 p.m.

Roll Call: Chairman John Cagnolatti, Councilman Benny Johnson

Councilman Oliver Joseph

Absent: Councilman Travis Turner, Councilman Todd Lambert

1) Call to order/Roll Call of Members

2) Invocation/Pledge of Allegiance

Councilman Joseph led the invocation and pledge of allegiance.

3) Chair's Additions

Chairman Cagnolatti said that he had a chair addition at the request of Parish President Matassa. Item to be added is Approval to back pay HSA payments. Councilman Johnson made a motion to add the item with a second by Councilman Joseph. A roll call was conducted and 3 yeas the item was added as 6.

4) Public Comment Period

No public speakers

5) Approval of April 17, 2019 Personnel Committee Minutes

Councilman Joseph made a motion to approve the April 17, 2019 Personnel Committee Minutes with a second by Councilman Johnson the motion passed.

6) Approval to back pay HSA payments (Wanda Guillera, Interim Human Resources Director)

Ms. Guillera said employees must complete an online assessment and a biometric screening to be eligible to receive the monthly HSA payment. Employees had until March 31 to complete everything, reminders were sent out via mail and email 26 employees did not complete the requirements and to back pay would cost \$65,000.

After some discussion a motion was made by Councilman Joseph to recommend approval of back pay HSA payments to the full council there was no second and the motion died.

#### 7) Update on Personnel Policy Manual and SSA Consulting Recommendations (Wanda Guillera, Interim Human Resources Director)

Ms. Guillera said I am working on a summary of key changes to present at the Personnel Committee's next meeting. I have 2 new policies to add. We have all the job descriptions and have a handful that we need managers to look over. The performance management pilot program was rolled out in a few departments. The responses from the pilot will go to SSA Consulting to make any changes to the program.

#### 8) Interviews – Tourism Commission

Interviews were conducted and the following recommendations were made:

Councilman Joseph made a motion with a second by Councilman Johnson to recommend Gasper Chifici for appointment. Councilman Johnson made a motion with a second by Councilman Joseph to recommend Karen Hatcher for appointment.

#### 9) Interviews – ACUD #1

Councilman Joseph made a motion with a second by Councilman Johnson to recommend Ezzard Brooks for reappointment.

#### 10) Interviews – Fire Protection District #2

Councilman Johnson made a motion with a second by Councilman Joseph to recommend John Robie for reappointment. Councilman Joseph made a motion with a second by Councilman Johnson to recommend Malcolm Dugas for reappointment. Councilman Joseph made a motion with a second by Councilman Johnson to recommend Larry Zeringue for reappointment.

#### 11) Continuation of Discussions on Section 2-100-d of the Parish Code of Ordinances – By-laws and Operating Procedures of the Parish Council Standing Committees (Chairman John Cagnolatti)

Chairman Cagnolatti said he will have some draft of changes to review at the next meeting.

#### 12) Adjourn

Motion to adjourn was made by Councilman Johnson and seconded by Councilman Joseph