THE MINUTES OF THE SPECIAL MEETING ARE AS FOLLOWS:

THE STATE OF TEXAS ~ COUNTY OF GRIMES ~ BE IT REMEMBERED, that on this the 1st day of October 2020 at 9:00 a.m., there was a Special Meeting of the Commissioners Court of Grimes County, Texas with the following members present:

County Judge, Joe Fauth III  
Commissioner, Pct. #1, Chad Mallett  
Commissioner, Pct. #2, David E. Dobyanski  
Commissioner, Pct. #3, Barbara Walker  
Commissioner, Pct. #4, Phillip Cox

Country Judge

1. Call to Order.

Judge Fauth called the Meeting to order at 9:00 a.m.

2. Discuss and take action to approve merit raise process for department heads and their employees.

Judge Joe Fauth stated that Commissioners Court approved the budget for Fiscal Year 2021 which included a 2% merit raise excluding elected officials. It will be a merit pool that will be given to each department and the department heads and elected officials can divide up that merit pool as they want as long as they do not exceed the salary for that specific grade level for that employee. In addition, the department heads and elected officials must have submitted a performance evaluation on each employee in their department to the HR department by the specified deadline. If an employee is already at the top of their pay grade, then the department head must evaluate the job description to determine if that pay grade is
sufficient for that position. All employee evaluations were due to be turned in by April 30th of this year. The HR director prepares a score card and a summary sheet for each department and that information is given to the County Judge.

There was a discussion on who the evaluations should be given to for final inspection. County Judge Ben Leman is the person who started this process when he was in office. Judge Joe Fauth indicated that he did not feel it was his job to approve the evaluations. He said that would be up to each individual department head or elected official to make that determination.

HR Director Talitta Coleman stated that all status change forms will need to be submitted to her office no later than Tuesday, October 6th in order to be included in the next payroll cycle. Commissioner Phillip Cox asked if a department could delay their merit raise if the paperwork was turned in at a later time and the auditor said “NO”. All status change forms must be turned in by the deadline.

Commissioner Phillip Cox asked if a department head could give one employee more than another employee. Judge Joe Fauth explained that if all of the merit raise pool is not spent it will go back into the General Fund. The commissioners agreed that would be allowed but that money would stay within that specific department and could not be transferred to another department.

Todd Greene with the Sheriff’s Department addressed the court and asked that the merit raise money for the sheriff’s department be given to the sheriff’s department as a lump sum and his department would distribute the money accordingly based on their pay scale.

Motion by Commissioner Chad Mallet to give the Sheriff’s Department an across the board raise of 2% in lieu of individual merit raises.
Motion was seconded by David Dobyanski.
FOR 5 AGAINST 0 MOTION PASSED

Motion by Commissioner Barbara Walker to give the Department Heads that report to Commissioners Court a 2% merit raise.
Motion was seconded by Phillip Cox.
FOR 5 AGAINST 0 MOTION PASSED

HR Director Talitta Coleman told the court she would contact all department heads and give them instructions on how to submit the status change forms by the deadline of Oct. 6th.

3. Adjourn.

Motioned by: Commissioner Dobyanski to adjourn.
Seconded by: Commissioner Mallett
Vote in Favor: 5 Vote Opposed: 0 MOTION PASSED

Judge Fauth adjourned the Meeting at 9:47 a.m.