

**City of Taylorville
Personnel Committee Meeting
March 2, 2023**

Members Present

Chairman Driskell
Alderman Skultety
Alderman Bryant

Members Absent

Alderman Olive

Also Present

Mayor Barry
Alderman Wilson
Alderman Budd
Alderman Dorchinecz
Alderman Brown
Treasurer Miles
Police Chief Wheeler

Superintendent Mann
Superintendent Tennant
Crystal Nichols
Derek McConnell
Tim McArdle
HR Bentley
Deputy Chief Childers

Chairman Driskell called the meeting to order at 6:03 pm.

Hire Replacement Fire Fighter

Superintendent Mann advised this is to replace Firefighter Tatge who left the department last month.

Motion by Alderman Bryant and seconded by Alderman Skultety to recommend to the City Council to approve to hire one Firefighter for the Taylorville Fire Department. Motion carried 3-0.

Official Dress Code Policy for Employees

Chairman Driskell presented the following draft employee dress code for all office staff in all areas of City employment:

- All clothing should be clean, ironed and in good shape. Refrain from wearing clothes that have tears, rips or holes, even if it is the current fashion.
- All employees should maintain an acceptable level of bodily hygiene to ensure that interactions with other staff and clients remain positive and pleasant.
- Work clothes should be professional, which means they should not be too revealing or casual.
- Office staff is allowed to wear jewelry, but we require that staff remove visible body piercings during work hours.
- The City has no policy against tattoos, but require that all office staff and management cover all visible tattoos during work hours.
- All hair must be within professional standards, which means that no unnatural colors are acceptable.

Motion by Alderman Bryant and seconded by Alderman Skultety to recommend to the City Council to approve the dress code policy for City employees as presented. Motion carried 3-0.

Unemployment Benefits Policy

Alderman Bryant advised after checking further into this it has been discovered that seasonal help is able to file for unemployment benefits. Moving forward any seasonal help that is not in school should be hired through Staff Quick to avoid the City becoming a chargeable employer for unemployment.

Requests for Unemployment Benefits for Former Employees

Alderman Bryant requested that HR Bentley speak to past Supervisors when a previous employee files for unemployment benefits to assure there is no reason benefits should be protested.

Review City Code 1-9-8A (Employment Restrictions: Nepotism)

Chairman Driskell informed HR Bentley due to the Nepotism Ordinance that last summer when a member of her household was employed as Seasonal help she should not have been the one to handle any of this person's paperwork.

Any other matters

Chairman Driskell advised previously a new payroll system was discussed but nothing ever came of it. Alderman Bryant will look into this again.

Adjournment

Motion by Alderman Bryant and seconded by Alderman Skultety to adjourn. Motion carried 3-0. The meeting adjourned at 6:27 pm.

Kathy Driskell, Personnel Committee Chairman