

WEST CENTRAL CONSERVANCY DISTRICT
SPECIAL MEETING MINUTES
DECEMBER 12, 2012

Board Members Present: P. Allen, W. Holland, J. Webb, C. Dorton

Board Members Absent: K. Buetow

WCCD District Manager, Assistant District Manager, Business Manager Present

WCCD Guests as per sign-in log

The Meeting was held in the WCCD Board Room at 4:25 P.M.

Chairman convened the meeting after recognizing that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present.

Vice-Chairman W. Holland updated the Board on the Personnel Committee meetings with an overall review and committee recommendations:

1.) To continue the use of the current evaluation form for the evaluation of the District Manager.

2.) To update the current employee personnel manual using Legal Counsel to review and approve all recommendations. This review committee would utilize one Board Member, the District Manager and Legal Counsel. W. Holland recommended that Board Member C. Dorton serve on the committee and requested this task be completed within two months.

3.) The Board would schedule an Executive Session Meeting for the review of the District Manager job performance with each Board Member either submitting their own evaluation to the Chairman prior to the Executive Session or bringing their form to the Executive Session. This meeting is scheduled for December 27, 2012 at 3:30 P.M. at the District office.

4.) The Chairman and his Board Member designate will then complete the District Manager's evaluation and present it to the District Manager.

5.) The Board encourages the District Manager to complete a self-evaluation of their performance.

6.) The current Personnel Committee would be dissolved. If future needs dictate reformation of the committee, the Vice-Chairman would appoint two Board Members.

Motion by W. Holland, second by C. Dorton, vote unanimous to approve the Personnel Committee recommendations as presented.

The Personnel Committee also discussed with the Board:

- 1.) Conducting semi-annual meetings to evaluate the job performance of the District Manager in conjunction with expectations for that six month period. Each successive six month job evaluation would incorporate the review and if necessary additional expectations.

- 2.) The ability to give anonymous feedback on supervisors and Board thru a survey. This would be set-up by the Board. Further research will be completed on this topic before implementation of the survey.

The District Manager opened discussion with the Board on the employee insurance. Discussion included the comparison of costs, employee deductibles and the potential cost savings of the current policy versus the incorporation of a Health Savings Account for the District employees. Topics included the lengthy discussion of the initial District funding, the duration of funding, and the amount of District contribution to the employee's funds on a sliding scale. The Board, by consensus, agreed a comprehensive comparison must be completed to allow for a proper Board evaluation. The Board is committed to saving the District money when possible while maintaining a fair and good benefit plan to its employees.

Motion by W. Holland, second by J. Webb, vote unanimous, to adjourn the meeting at 5:15 P.M.

P. Allen, Chairman

J. Webb, Secretary