

April 2, 2024

The Board of Mayes County Commissioners met in a special meeting with all members present: Darrell Yoder, Chairman, Randy Pierce and Alva Martin members, Brittany True-Howard, Mayes County Clerk. The initial notice of the meeting was received in writing and the agenda for this meeting was posted on the lower floor of the Court House at 10:00 a.m., March 28, 2024. Darrell Yoder called the meeting to order in compliance with the Open Meeting Law and the following business was done:

8 elected officials, met in a regular scheduled meeting to discuss the Handbook.

Discussion was opened-up for Mayes County Handbook. Scott Horton with the Sheriff's Office was present to discuss the safety and security portion. The Sheriff's Office is creating an Emergency Action Plan (EAP) that will be ready this summer. They will also be creating flip charts for each employee's desk that will show the employee what to do in emergency situations. Verbiage will be added to the Parking Area Safety portion as well that will talk about if an employee is uncomfortable, they will be provided an escort. In the Workplace Violence Prevention section, the last sentence of the second paragraph will be removed along with the third paragraph. Commissioner Yoder asked if all Elected Officials could go back to the beginning of the Handbook to go through each page. Pages 7-9 were approved as presented. Todd Wagner, ADA will email the Elected Officials a sample of a procedures for Open Records Request so at the next meeting it can be determined how to proceed. The rest of page 10 through page 12 were approved. On page 13 some verbiage in the first paragraph will be removed along with adding will instead of may. Under Definitions part B. it will be changed to "will be paid." Under Compensation "Part-time" longevity pay will be removed. Pages 14-15 were approved. The auditor will be emailed to see if a separate account set up at budget just for FEMA declared emergency situations. Page 16 the Rest Breaks section will be removed. Pages 17-20 were approved. Page 21 section B. the last sentence will be removed along with section C. Page 22 was approved. On page 23 all Elected Officials approved to give 10 sick days annually on their anniversary date. Under the Funeral Leave section on page 24 it had been voted on that any additional time off shall be charged to vacation instead of sick. The next meeting is set for 9:30 a.m. on Friday April 5, 2024.

Motion was made by Commissioner Yoder, seconded by Commissioner Martin, to recess until 1:30 p.m. for lunch. Yoder, Yes; Pierce, Yes; Martin, Yes.

Motion was made by Commissioner Yoder, seconded by Commissioner Martin, to reconvene . Yoder, Yes; Pierce, Yes; Martin, Yes.

Motion made by Commissioner Martin, seconded by Commissioner Pierce, to Adjourn. Yoder, Yes; Pierce, Yes; Martin, Yes.

Approved this April 8, 2024

(SEAL)

BOARD OF MAYES COUNTY COMMISSIONERS

S/DARRELL YODER__
CHAIRMAN

ATTEST:

S/RANDY PIERCE_____
MEMBER

__S/BRITTANY TRUE-HOWARD
COUNTY CLERK

____S/ALVA MARTIN_____
MEMBER

Mayes County does not discriminate on the basis of handicapped status in its admission to, or access to, or treatment in or employment in its programs or activities.