

**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
October 6, 2009**

Special Meeting

**PRESENT: GERALD “JERRY” WINKLE) CHAIRMAN
FRANK W. ELD) Excused Absence (COMMISSIONER)
GORDON L. CRUICKSHANK)**

ARCHIE N. BANBURY, CLERK

Meeting called to order by Chairman Winkle at 9:03 a.m.

The meeting was called for the purpose of a workshop to discuss alternative work scheduling. Present were Francy Garrison, Deputy Court Clerk, Cynda Herrick, Planning and Zoning Administrator, Glenna Young, Treasurer, Scott deJong, Building Superintendent, Karen Campbell, Assessor, Steve Brown, Building Department, Matt Williams, Prosecuting Attorney, and Greg Malmen, I.T. Administrator,

No decisions were reached and no motions were made in this meeting.

The intention is to consider closing the Courthouse on Fridays, with the exception of the Clerk’s office, and require a four-day work week, typically 10 hours per day. Core hours, the time period the courthouse would be open would be from 7:30 a.m. until 5:30 p.m. Employees could start work as early as 7:00 a.m. and stay as late as 6:00 p.m. Lunch may be as short as ½ hour, but not less.

It is important to note that a supervisor is to regularly be present during core hours. Department Heads reported a total of 2 people opposed to the 4x10 work week, one court clerk and one in the Building Department.

Holidays were discussed, and it was proposed that weeks which have a holiday will require employees working a 5x8 schedule. The holiday is defined as eight hours, so another 32 hours must be worked to equal 40 hours.

It was also proposed that employees could opt to work a 4x9 schedule or even a 4x8 schedule at reduced wages, which would be determined at their regular hourly rate. No reduction in benefits would result from the reduced work week, other than PERSI which is determined by gross wages.

It was also generally accepted that this system would be tried for a year, and should be publicized in both newspapers, with a target implementation date of November 1st, 2009.

It was also generally accepted that time clocks would be required, and Greg Malmen was asked to inquire into that issue and report back on Tuesday, October 13th.

The Commissioners asked that this overall proposal be placed on the Agenda for October 13th, 2009.

GERALD "JERRY" WINKLE, CHAIRMAN

ATTEST:

ARCHIE N. BANBURY, CLERK