**Professional Capacity and Personnel Committee Meeting June 10, 2020**

Webinar 2:30 p.m.

https://attendee.gotowebinar.com/register/1145817967043371531

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Access Code: 271-114-830

**MEETING NOTES**

**Attendees:** Kristy Preston, Surry County; Wes Stewart, Pender County; Tammy Schrenker, Moore County; Carlton Paylor, Person County; Sarah Bradshaw, Sampson County; Sharon Scott, Association; and Sharnese Ransome, Association

**I. Welcome and Introductions**

**II. Professional Capacity and Personnel – General Discussion**

NC OSHR Updates

Tammy advised the annual Salary Survey has been sent out to all counties.

Kristy advised a new staff person has been assigned to the local government team at OSHR. Her name is Nikki Banks? (I will confirm last name)

OSHR is offering many of their courses online right now due to COVID. Information has been sent to counties. Committee will provide feedback to Dominick Derasmo as it is received. Co-chairs agreed to schedule a call with Dominick to discuss on-line opportunities.

Professional Development Liaison Report

Sharon advised we have a new academy registrant – Alexander County, Linda Clements. She will need to be assigned a mentor.

Sharon and Laverne are working on repository to be maintained at the Association office for documents related to participants and their academy paperwork – presentation, letters, etc.

Sharnese advised that Cumberland County reserved their meeting room for February 2021 for the Personnel Conference which was moved from November 2020 due to COVID-19 and the assumptions counties would be under travel restrictions for several months. Brenda Jackson and her staff are evaluating whether or not we could have the meeting there and social distance if COVID-19 concerns exist into 2021.

Discussion regarding possible weeks – 2/17-2/19 or 2/24-2/26 – preference for 2/24-2/26 since the 17th is the week after Raleigh meetings.

Sharon still has all of the information about possible speakers and we can review that at a later date. Possible new topic would be pandemic related topics like telework policies. Also, social media – Sarah suggested Bob Joyce. Carlton suggested cyber attacks, Sharon said we had talked about a panel discussion with directors who have been through cyber attacks – Duplin, Robeson, Catawba, Person, and Davidson Counties.

Sharon agreed to send the topic list out to the co-chairs.

**III. Director’s Academy**

Consideration of Exemption/Waiver Requests

No requests for waivers and exemptions.

Discussion regarding considering extensions for people who have not had time to work on Academy projects due to COVID-19. Consensus was to approve extensions as requested.

Sharon has heard from a couple of directors who are almost finished.

Discussion regarding how we should handle Directors who are ready to present. Possible virtual meetings are an option. Also, could consider the individual submitting a video of their presentation and sharing the video with the review committee. Another option was to hold off for in-person meetings.

Other Academy Business

Discussion regarding Academy training modules – Sharon has finished reviewing the material and will be sending it back to Kristy for final edits. Once edits are complete, modules will be forwarded to Sharnese. Sharnese will post it as soon as she receives it.

Sharnese discussed the annual legal conference – She will check with Aimee about some on-line sessions. Legal had been combined with SSI but since SSI was cancelled, Aimee might want to offer something later in the summer or fall.

**IV. Adjourn**

With no further business to discuss, the meeting was adjourned by consensus of those present.