

Personnel Committee Minutes

Honorable Council
City of Newark, Ohio, 2018
October 22, 2019

There was a meeting of the Personnel Committee in Council Chambers on Monday October 21, 2019 following the Service Committee with these members in attendance:

Ryan Bubb, Chair
Mark Labutis
Sean Fennell
Dee Hall
Jonathan Lang

We wish to Report:

1. **Ordinance No. 19-30** an ordinance creating one additional position of Court Security Bailiff within the Municipal Court and setting compensation therefore was considered.

Judge Stansbury- the purpose of this legislation is to create a 3rd Court Security Officer/Deputy Bailiff position obviously just having two individuals isn't practical because people take vacation and people call off sick we need that backup person to provide additional security measures. I think that you all are being copied on items that they are confiscating on a daily basis and I hope that you all were shocked when you first started getting those because it is really scary to think what people carried around as they walked through this building for years. The only wrinkle with this legislation is when we created the security team we entered into negotiations with the administrations whereby we the Court would be responsible for salary and benefits of the Court Security Officers whereas the city would pay for any physical needs such as equipment, uniforms and things of that nature. The city has been always traditionally responsible for paying for salary of Bailiffs but this third position because we don't need a full time third Court Security Officer but we also always have a need for additional resources in serving the voluminous amounts of papers that come from the court in the form of subpoenas, writs of restitution, conducting set out for evictions that have been granted. This legislation specifically dictates that this position will be a hybrid position. Half the responsibilities will be for security operations, half the responsibility will be for Bailiff duties and after negotiating with the city the legislation provides that the court will be responsible for half of the salary and benefits and the city will be responsible for the other half. I did speak to Director Rhodes and Director Baum in person. I provided a memorandum to them as well as the Mayor and they have agreed to the proposal as far as compensation is concerned.

Mr. Lang- what is the total cost of the position to the city?

Judge Stansbury- it would be 50/50 but I couldn't tell you off the top of my head what the total is but the 2 existing Court Security Officers what their salaries and benefits are divide it by two and that would be the city's responsibility. The Auditor's office can certainly give you that information as well.

Mr. Frazier- when it comes to delivering the subpoenas today how does that work with the current staff? Is there coverage for when they have to go out in the field?

Judge- Traditionally for years each Judge had a Bailiff and they were responsible for serving those subpoenas and legal papers. There is somewhat of a unique situation because most other municipal courts the local Police Department and County Sheriff's Department did that but for whatever reasons those responsibilities dove down on the court personnel. Right now we have my Bailiff and we have another Deputy Bailiff and we are cross training all three of the Security Officers to go out. Currently with the personnel that we have we are current on serving our papers and witnesses are being served in a timely manner. The reason for this legislation is the most recent Court Security Officer that has been hired is technically in the position of Judge Higgins Bailiff because Phil Rhodes his longtime Bailiff retired. It was only up to now that I was able to discuss the proposal with the administration. When that new Judge comes in and starts their term January 1st they are going to bring in their own Bailiff that will take Ms. Kyle's position and that is why I am asking Council to create this third position so we can retain her services.

Motion by Mr. Fennell to send to send this to full Council, second by Ms. Hall

Motion passed by a vote of 5-0.

Ryan Bubb, Chair