

HR 1-8-15

Dept Head mtg

- Bathrooms - led to parking lot
- Safety issues
 - shoes, garage, water cooler, fridge
- Not addressing now.

Handbook

- Review HR + dept heads
- CCL approval spring 2016

Comp time - flex time

- Jold couldn't bank
- 4 hour callout work 1.5 → bank 6
- Comp time for actual hours -
bank remainder?
- Keep whole 4 hours
- Don't call all out
- Comp time can send home
- Base OT on week - not day
- Per Fed - OT based on hrs.
worked - not sick, vacation, etc.
- Dept Head mtg 7:30 Monday