



STATE OF TENNESSEE  
**TENNESSEE COMMISSION ON CHILDREN AND YOUTH**

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**PERSONNEL COMMITTEE**

TCCY Library  
Andrew Johnson Tower, Ninth Floor  
Thursday, May 19, 2011  
12:30 p.m.

**MINUTES**

Committee Members Present

Carlton Lewis, Chair  
Tim Goldsmith  
Marti Herndon  
Trudy Hughes

Committee Members Absent

Carlton Lewis

Staff Present

Linda O'Neal, Executive Director

Acting Chair Herndon called the meeting to order at 12:42 p.m. and a quorum was established.

I. Approval of July 2010 Minutes

**MOTION: IT WAS MOVED (GOLDSMITH) AND SECONDED (HUGHES TO APPROVE JULY 2010 COMMITTEE MEETING MINUTES. UNANIMOUSLY CARRIED.**

II. Personnel Update – Linda O'Neal

O'Neal reported the Comptroller's Office is nearing the completion of the investigation of the inappropriate use of a state car the last weekend in January 2011. The likely outcome of the investigation is that there will be substantial circumstantial evidence regarding who borrowed the car, but there will not be certainty. A determination regarding response to the investigation is a management decision of the agency, not the Comptroller's Office.

O'Neal will discuss the situation in more detail and plans to thank the Comptroller's Office for their very thorough investigation and triangulation of evidence. After discussing this situation with Commission Chair Cindy Durham, an appropriate response will be implemented and the Comptroller's Office will be notified of action.

O'Neal reported this week Beverly Bell submitted her resignation from TCCY. Beverly has accepted a job with the Department of Children's Services in Memphis.

TCCY has asked for an exception to the hiring freeze and for the register to be opened to fill the vacant regional coordinator positions in Southeast and Upper Cumberland. TCCY will experience a reduction of at least one juvenile justice staff person as part of budget reductions, and will likely have to reduce the number of staff by two as a result of additional federal budget reductions. The TCCY management team will carefully consider options for staff reductions in ways that minimize adverse impacts on staff and performance of necessary responsibilities. While perhaps not preferred job responsibilities, vacancies may become options for staff to avoid unemployment.

There was a question about the use of time logs to identify strategies for addressing budget reductions. O'Neal reported the agency has plans to begin to assess how staff spends time on various issues to help the agency plan for both budget reductions and working smarter.

In response to questions regarding staff salaries Hughes had asked Cindy Durham, O'Neal shared information about staff, including salary, job title, total months of state service, total months with TCCY, and whether staff had transferred to TCCY from another state agency or began their state employment with TCCY. O'Neal said salaries for all staff are too low, and while she would not "defend" the salary differences, she would be glad to "explain" them.

Many of the staff with higher salaries have the most seniority with TCCY and/or overall state service. Staff transferring from another state agency is "entitled" to certain salaries based on the salary grade of the position he/she is leaving and the one he/she is entering at TCCY. In general, staff is eligible for a one step raise for every two steps increase in salary grade.

As is often true in employment in general, an individual who enters state employment with TCCY sometimes receives a higher salary because he/she "demands" a salary comparable to the one received in the private sector or with local government. There is at least one TCCY employee who took an approximately \$10,000 reduction in salary because of the desire to work for the agency.

Goldsmith asked if salaries are relatively consistent with those in other departments. O'Neal reported an upgrade in the salary grade of TCCY job classifications would be appropriate, especially for the children's program director position.

O'Neal concluded by saying all staff should be compensated higher than they currently are, but the continued reductions in federal and state funding make it unlikely in the near term there will be any adjustments other than across the board increases included in the Governor's budget.

III. Other Business

There being no further business, the Committee adjourned at 1:08 p.m.

Minutes Submitted by:

Minutes Approved by:

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Linda O'Neal  
TCCY Executive Director

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Marti Herndon, Acting Chair  
Personnel Committee