

Board of Commissioners: Work Session

June 20, 2023 – 4:00 PM

Effingham County Board of
Commissioners HR Department



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Agenda for Work Session from HR

Six Topics to Discuss-

- 1) Retirement
- 2) Education Reimbursement
- 3) Admin Leave Earned
- 4) Employee Recognition Program
- 5) Volunteer Time Off (VTO)
- 6) Bereavement Leave Policy Update



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Retirement

- Explore options to help with recruitment and retention; especially in the highly competitive arena of first responders.
- Increase employer match from 3% to 5%
- Look into Defined Benefit Plan (Pension)



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Education Reimbursement

- Allow employees to complete higher education degrees
- Recruiting and retention tool



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Admin Leave Earned

- Current policy allows up to 80 hours of Admin Leave Earned to be paid out.
- Any hours over 80- an employee could use instead of their personal time off (PTO).



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Employee Recognition Program

- Plaques for Milestone Years of Service- 1 Year, 5 Years, 10 Years, Etc.
- Allow employees to pick their gift from a catalog- award value amount based on years of service.
- Quarterly/Annual- Award Banquet- catered lunch/dinner, BOC/County Manager presentation.



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Volunteer Time Off (VTO)

- Allow employees two days a year to perform community service; they are allowed to volunteer and be paid for the day.
- Community service hours would need to be performed at an approved non-profit 501c3.



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Bereavement Leave

- Can we add Aunts, Uncles, Grandparents-In-Law, to the policy?
- Currently we only list immediate family members.



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Questions Or Comments

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