



**Richland County  
Health Department**

Prevent. Promote. Protect.

# Richland County Board of Health Special Meeting April 4, 2025, 12:00p.m. PH Conference Room

Present: Laurie Strause, Patty Lies, Terry Goerger, Rollie Ehlert, Kayla Carlson, Danielle Flack, Amanda Tuura, Kenzy Kaehler, Cindy Thompson, Sandy Fossum, Cameron Sutphin

Call to Order – Laurie Straus, Chair

There was discussion on open meeting laws. Fossum shared Carlson's email to the board was a violation of open meeting laws. Carlson stated that it was her understanding that she could email the board updates, as long as she wasn't conducting official business or requesting items that needed a motion. Carlson also stated there was no policy in place stating this needed to go before the board since the funding was within her approved budget. Thus, Carlson felt the email was just informational.

## Health Department Policies

Carlson informed the Board the Health Department has grant funds to pay for a retention bonus for staff. Carlson presented the board with a Retention Bonus Policy and Proposal. Carlson's Proposal was \$1,000 with the agreement to stay for 1 year, \$2,000 with the agreement to stay for 2 years, and \$3,000 with the agreement to stay for 3 years. If unable to fulfill the agreed upon-time commitment, staff would pay back the bonus at a prorated rate.

Equity within the county including nonstandard raises in other departments was discussed.

There was discussion around the purpose of a retention bonus and that it may be better to offer only 3 years for \$3,000 as an option, and for employees to pay all the bonus back if unable to fulfill the 3 years rather than a prorated amount.

Lies moved to accept the policy with the changes only allowing 3 years for \$3,000, employees pay the full bonus back if unable to complete 3 years of service, and the policy include leaving for any reason including being terminated. Goerger 2<sup>nd</sup> the motion. Motion passed unanimously.

Goerger motioned to accept the proposal drafted by Carlson. Lies seconded the motion. Motion passed unanimously.

Adjournment 12:45 p.m.