

M I N U T E S  
Special Meeting  
March 26, 2002  
7:00 a.m.

Members Present

John M. Gillis, Chair  
Clifton McNeill, Vice-Chair  
David Averette  
Dallas Byrd  
Charles Morris  
Joe W. Mullinax  
Jerry Olsen

Members Absent

Marion Gillis-Olion

Others Present

Juanita Pilgrim  
Deputy Co. Mgr.  
Grainger Barrett  
County Attorney  
Barbara Swilley

The special meeting was called because of the death of Barry Warren, Planning Director. The Board met to appoint an Interim Director.

Mr. Olsen asked if the same procedures would be used as in the past for the selection of a permanent director. Chair Gillis said that they have worked well in the past, and they would probably be used.

Mr. Barrett said that qualifications could be discussed in a closed session.

Mr. Olsen asked if there is an advisory board to the Inspection Department. Ms. Pilgrim said that there is not.

Ms. Swilley asked if she should advertise nationally for a permanent director through the American Planning Association. She was told that she should, and Chair Gillis said that he may also post a notice at the APA National Convention next month.

At 7:07 p.m., a motion was made by Mr. Morris and seconded by Mr. Olsen for a closed session to discuss personnel matters. The motion passed unanimously. Ms. Swilley left the room.

At 7:55 p.m., the meeting was reopened.

A motion was made by Mr. Olsen and seconded by Mr. Averette to recommend Tom Lloyd to the County Manager as Interim Director for the Planning and Inspection Department. The motion passed unanimously.

A motion was made by Mr. Olsen and seconded by Mr. Morris for the Planning Board Chair to write a letter to the County Manager regarding a salary adjustment for Ms. Swilley during the interim. The motion passed unanimously.

There was discussion regarding the role of the Administrative Committee and how soon a meeting should be called.

Mr. Barrett suggested that the Chair work with Ms. Pilgrim and the Interim Director on the Department's work program.

A motion was made by Mr. Mullinax and seconded by Mr. Morris for Chair Gillis and Ms. Pilgrim and Mr. Lloyd to work together to have a current work program to present to the Board. The motion passed unanimously.

Chair Gillis reported that he has called a meeting of the Department Section Chiefs for 9:00 a.m. on the following morning (March 27) to brief them on the Board's action and be available for questions and to reinforce the work program. Ms. Pilgrim said that she would also be able to attend the meeting.

Mr. Mullinax suggested that the Administrative Committee Moderator (Dr. Olion) be contacted to schedule a meeting to review the qualifications for Director.

Ms. Pilgrim suggested that Mr. Lawson, Human Resources Manager, also attend the meeting.

There being no further business, the meeting adjourned at 8:10 p.m.