



BUCHANAN COUNTY COMMISSION

411 Jules, Room 101
St. Joseph, MO 64501
816-271-1503
akendall@buchmo.org

Ron Hook
Western District Commissioner

Scott Nelson
Presiding Commissioner

Scott Burnham
Easter District Commissioner

Tuesday, June 20, 2023, at 10:30 am

Human Resources – New Hires

In attendance where Commissioner Ron Hook Presiding Commissioner Scott Nelson, Commissioner Scott Burnham, Human Resources Director Annette Lanham, Administrative Coordinator Amy Kendall, and County Attorney Josh Bachman

Discussion on 90 day probation period before PTO can be entered for employees and taken. The handbook states that after 90 days of employment PTO will be available to take. Human Resources enters the PTO after the 90 days, in some instances a day can be taken and show a negative balance until the probation time is up and PTO is entered. An office holder would like it to be entered at day 1 of employment. Commissioners will discuss with the Office Holder and explain entering it on day 1 is a liability issue. Meeting adjourned at 11:10 am.