



Blount County Government

359 Court Street
Maryville, TN 37804-5906

Meeting Minutes - Draft

Human Resources Committee

Tuesday, July 15, 2025

5:00 PM

Blount County Courthouse, Room 430

Live stream via <https://zoom.us/join>

Zoom Meeting ID: 824 8294 2136

ROLL CALL.

The Human Resources Committee met on Tuesday, July 15, 2025 at 5:00pm in the Blount County Courthouse of Maryville, TN. Blount County Clerk Hasty called the meeting to order. A roll call was taken with the following present. The Blount County Clerk declared that a quorum did exist.

Present 12 - Commissioner Jared Anderson, Sheriff Jim Berrong, Commissioner Nick Bright, Commissioner Richard Carver, Register of Deeds Phyllis Crisp, Trustee Scott Graves, Highway Superintendent Jeff Headrick, Commissioner Steve Mikels, Mayor Ed Mitchell, School Representative Justin Ridge, Commissioner David Wells, and School Representative Courtney Whitehead

ELECTION OF CHAIRMAN.

Blount County Clerk Hasty opened the floor for nominations for a member to serve as the Chairman of the HR Committee. A motion was made by Commissioner Bright, seconded by Mayor Mitchell, to nominate Commissioner Anderson as Chairman of the HR Committee. Without objection, Clerk Hasty declared the floor closed for nominations. A voice vote was taken with all voting aye, none opposed, and Commissioner Anderson abstaining.

The County Clerk declared Commissioner Anderson as the Chairman of the HR Committee.

ELECTION OF VICE CHAIRMAN.

Chairman Anderson opened the floor for nominations for a member to serve as the Vice Chairman of the HR Committee. A motion was made by Mayor Mitchell, seconded by Commissioner Bright, to nominate Commissioner Wells as Vice Chairman of the HR Committee. Without objection, Chairman Anderson declared the floor closed for nominations. A voice vote was taken with all voting aye, none opposed, and Commissioner Wells abstaining.

Chairman Anderson declared Commissioner Wells as the Vice Chairman of the HR Committee.

A. SETTING OF AGENDA.

A motion was made by Commissioner Carver, seconded by Commissioner Bright, to set the agenda. A roll call vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 12 - Anderson, Berrong, Bright, Carver, Crisp, Graves, Headrick, Mikels, Mitchell, Ridge, Wells, and Whitehead

No: 0

Abstain: 0

B. PUBLIC INPUT ON ITEMS ON THE AGENDA.

No input from the public was received for this Agenda item.

C. APPROVAL OF MINUTES.

1. [HR Committee Meeting Minutes 07/16/2024](#)

Attachments: [Human Resources Committee 07/16/2024 Meeting Minutes](#)

A motion was made by Commissioner Wells, seconded by Commissioner Carver, to approve the July 16, 2024 HR Committee Minutes as published. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 12 - Anderson, Berrong, Bright, Carver, Crisp, Graves, Headrick, Mikels, Mitchell, Ridge, Wells, and Whitehead

No: 0

Abstain: 0

D. REPORTS (INFORMATION ONLY).

1. [Fund 264 - Revenue and Expenditures FY 24-25](#)

Attachments: [HR Revenue and Expenditures FY24 25.pdf](#)

2. [Employee Summary Report - June 2025](#)

Attachments: [Employee Summary Report 6/2025](#)

3. [Blount County Highway Department's Employee Handbook](#)

Attachments: [Memo outlining changes to the BCHD Employee Handbook](#)
[BCHD Employee Handbook](#)

4. [Blount County Sheriff's Office Employee Policy and Procedure Manual](#)

Attachments: [Memo outlining changes to the BCSO Employee Policy and Procedure Manual](#)
[BCSO Employee Policy and Procedure Manual](#)

5. [Blount County Public Library Employee Handbook](#)

Attachments: [Memo Outlining Changes to the BCPL Employee Handbook](#)
[BCPL Employee Handbook](#)

E. DISCUSSION AND POSSIBLE ACTION.

1. [Medical Premium Rate Structure Effective January 1, 2026](#)

Attachments: [A DRAFT RESOLUTION TO ADOPT THE MEDICAL PREMIUM RATE STRUCTURE FOR BLOUNT COUNTY, TN EFFECTIVE JANUARY 1, 2026.doc](#)
[CBIZ Presentation: Medical Plan](#)

A motion was made by Commissioner Carver, seconded by Commissioner Wells, to approve the medical premium rate structure for the 2026 plan year and forward to the full Commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 12 - Anderson, Berrong, Bright, Carver, Crisp, Graves, Headrick, Mikels, Mitchell, Ridge, Wells, and Whitehead

No: 0

Abstain: 0

2. [Dental Premium Rate Structure Effective January 1, 2026](#)

Attachments: [A DRAFT RESOLUTION TO ADOPT THE DENTAL PREMIUM RATE STRUCTURE FOR BLOUNT COUNTY, TN EFFECTIVE JANUARY 1, 2026.doc](#)
[CBIZ Presentation: Dental Plan](#)

A motion was made by Commissioner Wells, seconded by Highway Superintendent Headrick, to approve the dental premium rate structure for the 2026 plan year and forward to the full Commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 12 - Anderson, Berrong, Bright, Carver, Crisp, Graves, Headrick, Mikels, Mitchell, Ridge, Wells, and Whitehead

No: 0

Abstain: 0

3. [Amendment to the Blount County, TN Employee Handbook](#)

Attachments: [A DRAFT RESOLUTION AMENDING THE BLOUNT COUNTY, TN EMPLOYEE HANDBOOK OF POLICIES AND WORK RULES](#)
[Exhibit A: BCG Employee Handbook of Policies and Work Rules](#)
[Memo Outlining Changes to the BCG Employee Handbook](#)

A motion was made by Commissioner Bright, seconded by Highway Superintendent Headrick, to approve the amended Blount County, TN Employee Handbook and forward to the full Commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 12 - Anderson, Berrong, Bright, Carver, Crisp, Graves, Headrick, Mikels, Mitchell, Ridge, Wells, and Whitehead

No: 0

Abstain: 0

F. ANNOUNCEMENTS AND STATEMENTS.

No announcements or statements were made.

G. ADJOURNMENT.

The Chairman declared the meeting adjourned.