

Jared Blanton

From: Jared Blanton
Sent: Monday, April 22, 2019 4:57 PM
To: Mitch Harrell
Subject: RE: Falsifying time records

Sounds good.

Jared Blanton, MBA, CPA
Finance Officer
Levy Clerk & Comptroller Danny J. Shipp
355 S. Court Street
Bronson, FL 32621
(352) 486-5266 ext. 225

From: Mitch Harrell <mharrell@levydps.com>
Sent: Monday, April 22, 2019 4:56 PM
To: Jared Blanton <blanton-jared@levyclerk.com>
Subject: RE: Falsifying time records

Lets say 9:00, that will give me time to have Alesha print me the a Timesheet as an example.

From: Jared Blanton <blanton-jared@levyclerk.com>
Sent: Monday, April 22, 2019 4:54 PM
To: Mitch Harrell <mharrell@levydps.com>
Subject: RE: Falsifying time records

Ok, good. I will probably need to bring Kay in because I haven't personally checked a DPS timecard since I don't know when.

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From: Mitch Harrell <mharrell@levydps.com>
Sent: Monday, April 22, 2019 4:52 PM
To: Jared Blanton <blanton-jared@levyclerk.com>
Subject: RE: Falsifying time records

If you have a few minutes tomorrow, I can get with you and should be able to answer your questions, Alesha can get me examples and the “who directed who to do whats”.

From: Jared Blanton <blanton-jared@levyclerk.com>
Sent: Monday, April 22, 2019 4:48 PM
To: Mitch Harrell <mharrell@levydps.com>
Subject: RE: Falsifying time records

Oh, I see she was meaning next week as in this week, because she wrote this on Friday. Tell her she can come in tomorrow or Wednesday. I’m trying not to be here Thursday and Friday so I can regain hours from the holiday.

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From: Jared Blanton
Sent: Monday, April 22, 2019 4:40 PM
To: Mitch Harrell <mharrell@levydps.com>
Subject: RE: Falsifying time records

You’re right, I don’t have time, but it sounds like we’ll have to figure it out. I understand your preference to preempt a grievance process.

So, ok, now I’ve read this, but I don’t necessarily need convincing that it’s wrong to falsify timecards, which seems to be what this email is built around. Got that part, but I just need more clarity about specifically who told DPS employees what, and for what situation(s). We’ll need a little more of that detail to be able to get to the bottom of this and work out a resolution.

There are certain things that are requirements to make the software work, because it cannot accommodate more than so many hours in a single day, and so with all of the additional pays at times like holidays there are some gyrations to make the system work. But none of that should require what I would classify as falsification of timecards, so we certainly need to figure out and resolve whatever the issue is.

See if she wants to meet next Monday or Tuesday. Please tell her to bring some examples, if possible, or be able to refer to what she thinks the timecards should have said versus what someone told her it *had* to say on a particular pay period. That would be very helpful.

If she can tell you who told her what ahead of time, it would be helpful, so I can know who to have at the meeting.

Thanks,

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From: Mitch Harrell <mharrell@levydps.com>
Sent: Monday, April 22, 2019 3:43 PM
To: Jared Blanton <blanton-jared@levyclerk.com>
Subject: FW: Falsifying time records

Jared,

Please see the email below from Katy. I know you really don't have time for this, but I need your help to resolve this situation rather than it going through the grievance process.

At your convenience, please let me know your thoughts.

Thanks,

Mitch

James M. Harrell

Director
Levy County Department of Public Safety
PO Box 448
Bronson, FL 32621-0448
352-486-5209
Fax: 352-486-5401

mharrell@levydps.com

From: Katy Graves <kgraves2528@yahoo.com>

Sent: Friday, April 12, 2019 12:38 AM

To: Mitch Harrell <mharrell@levydps.com>

Subject: Falsifying time records

Chief Harrell,

It has been brought to my attention that employees are being instructed to falsify their time records. Employees who have correctly completed their time records are being mandated to alter them. These employees have been forced by supervisors/office staff to add time worked during hours they were not on duty and to put time off during times they were on duty. All employees have done as instructed to avoid disciplinary action for insubordination but this situation needs to be rectified immediately.

As you are aware, falsification of time records is a very serious offense. Levy County policy 207(7)(f) states "Filling out another employee's time record or falsifying any time record is prohibited and may be grounds for disciplinary action, up to and including termination." This matter brings up numerous concerns not only from a legal aspect but also a safety/liability standpoint.

In the event an employee gets injured, a narcotic discrepancy occurs, something happens while rendering patient care, etc. the employee may be falsely documented as off duty or vice versa. In some cases, it also looks as though the employee is "double dipping" based on how they are being instructed to enter their hours.

FLSA requires an accurate record of hours worked be maintained by the employer including for §7(k) employees. Levy County is failing to maintain accurate time records and is putting Local 4069 bargaining unit members in a very risky situation.

Please contact me as soon as possible to further discuss this. I am confident that this issue can be promptly and appropriately corrected outside the grievance process. Also, I am available any day next week to sit down with payroll if necessary.

Thank You,

Katy Yanok

President

International Association of Firefighters

Levy County Local 4069

P.O. Box 489

Bronson, FL 32621

kgraves2528@yahoo.com

Phone 352-535-5394