



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

October 26, 2021 1:00 PM

Commissioners

Gail Patterson-Gladney, District 1
Kurt Doroh, District 2
Richard Godfrey, District 3
Mike Chappell, District 4
Randall Peat, District 5
Donald Hanson, District 6
Paul Schincariol, District 7

Labor, Negotiations and Contracts Committee Meeting

1. Call to Order
Committee Members Present: Commissioner Richard Godfrey (in person), Commissioner Don Hanson (remote), Commissioner Randy Peat (in person)

Others Present: Administrator Frank Hardester, Commissioner Mike Chappell, Commissioner Kurt Doroh, IT Director Charles Norton, Treasurer Trisha Nesbitt, Captain Jim Charon
2. Additions/Deletions to the Agenda
None
3. Approval of Agenda
Motion to approve the agenda as presented by Commissioner Peat; Support by Commissioner Hanson; Motion: Carried.
4. Approval of Minutes
 - A. 9/29/2021 Labor, Negotiations, and Contracts Committee Meeting Minutes
Motion to approve the 9/29/2021 Labor, Negotiations and Contracts Committee Meeting Minutes by Commissioner Peat; Supported by Commissioner Hanson; Motion: Carried.
5. Public Comment
None
6. Agenda Items
 - A. HR Update
HR Director Anna Cerven presented the HR Update which included:
 - Maxwell Health
 - OnBase - Digital Personnel Filing System
 - SHRM Employee Engagement Survey
 - Training Platform
 - Open Enrollment
 - Fidelity providing workshops in November

Discussion ensued.

B. IT Generalist II - Salary Exception

IT Director Charles Norton stated that the request is for a salary exception for the IT Generalist II position at the 1 year step C of the non-represented pay scale 27, due to the significant experience brought by the hired personnel. The annual salary rate at this step is \$50,680.50.

Motion to approve the request by Commissioner Peat; Supported by Chappell (standing in due to Commissioner Hanson losing his remote connection); Motion: Carried.

C. Sheriff's Support Staff Restructure

Captain Jim Charon presented the request for Support Staff Restructuring including new job responsibilities and pay scales for each position. Budgeted costs were presented. The Administration Office has met with the Sheriff's Office and agreed with the changes. The union has been notified. Discussion ensued.

Motion to approve the Sheriff's Office Support Staff Restructure by Commissioner Peat; Support by Commissioner Hanson; Motion: Carried.

D. Treasurer's Office part time position elimination - full time position creation.

Treasurer Trisha Nesbitt presented her request for the elimination of a part-time position and creation of a full-time position of a Tax Adjustment Specialist, classified as an R23 position. Administrator Hardester stated that the union has approved the request and the administrator supports the request.

Motion to approve the request by Commissioner Peat; Support by Commissioner Hanson; Motion: Carried.

7. Public Comment

None

8. Adjournment

Motion to adjourn the meeting by Commissioner Peat; Supported by Commissioner Hanson; Motion: Carried.

Meeting Adjourned: 1:35 PM