

PERSONNEL COMMITTEE
JANUARY 25, 2024

*CONFERENCE ROOM 302 – ADMINISTRATION OFFICE, COUNTY COMPLEX
255 CLAY STREET, LAPEER, MI 48446*

Chairman Truman Mast called the meeting to order at approximately 10:50 a.m. in the Lunchroom/Conference Room in the Administration Office on the 3rd Floor of the County Complex.

Members Present: Commissioners Truman Mast, Gary Howell, and Brad Haggadone.

Others: Doreen Clark, Administration Office Manager; Sheryl Sims, HR Manager; Lauren Emmons, CEO and Brook Sankowicz, CCO of Community Mental Health; and John Miller, Prosecuting Attorney.

*Note: *Moses Sanzo, County Controller/Administrator and Jackie Arnold, CFO were attending the Properties Committee Meeting in Room 302.*

AGENDA

The Agenda was reviewed. There is one proposed addition to the agenda as a time-sensitive request from the Prosecuting Attorney.

Motion by Howell, supported by Haggadone, to approve the Personnel Committee Agenda as presented with the addition of a request from the Prosecuting Attorney's Office. Motion carried unanimously.

MINUTES

The minutes from the January 11, 2024 Personnel Committee Meeting were briefly reviewed and discussed.

Motion by Haggadone, supported by Howell, to approve the minutes from the January 11, 2024 Personnel Committee Meeting, as presented. Motion carried unanimously.

COMMUNITY MENTAL HEALTH

Lauren Emmons and Brooke Sankowicz of Community Mental Health were present to provide information regarding their two personnel requests. Lauren will be retiring next week on January 31st and Brooke Sankowicz has been selected to the new CEO, and they have an internal candidate to fill the CCO position, at a Step 3 of Pay Grade 25 in order to provide her an increase over her current position. Questions and discussion followed.

Motion by Howell, supported by Haggadone, to recommend to the Full Board to authorize Community Mental Health CEO to negotiate the rate of pay for the internal candidate for the Chief Clinical Officer position up to Step 3 of Pay Grade 25, at no additional cost to the County's General Fund. Motion carried unanimously.

Discussion was held regarding CMH's request to hire additional staff under Phase 2 related to the increased demand in services since becoming a Certified Community Behavioral Health Center where they now serve the mild to moderate clients. Lengthy questions and discussion followed regarding the increase in services, caseload data, the various type of services anticipated for mild to moderate population and the turn-over in cases. Commissioner Howell requested that CMH come back in 3 months with another update.

Motion by Howell, supported by Haggadone, to recommend to the Full Board to amend the Table of Organization in conjunction with Phase 1 which was previously authorized by motion #283-2023, and to authorize Community Mental Health to add the following Phase 2 remainder new positions to fulfill the requirements of the State Demonstration participation as a Certified Community Behavioral Health Center and to meet increased demand for services especially for the mild to moderate clients of Lapeer County, to be paid from CMH funding and at no additional cost to the County's General Fund:

Phase Two (January 2024 – March 2024)

- (3) CMH Professional BA (#TBD, Case Management, PG 18)**
- (1) CMH Professional BA (#TBD, Non-Union, Quality Dept, PG18)**
- (1) Certified Peer Support Specialist Position (#TBD, PG 15)**
- (2) Master Level Clinicians (#TBD, PG 21)**
- (1) Parent Support Partner (#TBD, PG 15)**
- (1) General Clerk (#TBD, PG 13)**

Motion carried unanimously.

PROSECUTING ATTORNEY

John Miller, Prosecuting Attorney, was present and stated that he has the opportunity to hire a (Legal) Secretary II vacancy with a candidate that has excellent qualifications and LEIN certifications, which would be very helpful in his office with regards to issuing Bench Warrants, etc. He would like permission to hire the candidate at Step 2 of Pay Grade 15 in order to meet the needs of his office. Brief questions and discussion followed.

Motion by Haggadone, supported by Howell, to recommend to the Full Board to authorize the Prosecuting Attorney to negotiate the rate of pay for the Secretary II position (#105) up to a Step 1 of Pay Grade 15 based on the candidate's experience, qualifications and LEIN certification, as agreed upon through the Letter of Understanding with the Teamsters Local 214 union, effective February 5, 2023, at no additional cost to the County's General Fund.

ADJOURN

Motion by Haggadone, supported by Howell, to adjourn the meeting. Motion carried unanimously. 11:26 a.m.

Truman Mast, Chairman
Lapeer County Personnel Committee

Minutes Prepared by: Doreen Clark, Office Manager

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