

PERSONNEL COMMITTEE

AUGUST 24, 2023

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

Chairman Truman Mast called the meeting to order at approximately 10:48 a.m. in Conference Room 302 in the Administration Office on the 3rd Floor of the County Complex. Note: The Committee now consists of Commissioners Truman Mast, Gary Howell and William Hamilton due to recent changes made by Board Chairman Tom Kohlman.

Members Present: Commissioners Truman Mast, Gary Howell, and William Hamilton.

Others: Moses Sanzo, County Controller/Administrator; Jackie Arnold, Chief Financial Officer; Doreen Clark, Administration Office Manager; Sheryl Sims, HR Manager; Phil Kaatz, MSUE Interim Regional Director; Lauren Emmons, CMH CEO, and Brooke Sankiewicz, CMH Chief Clinical Officer.

AGENDA

The Agenda was reviewed.

Motion by Howell, supported by Hamilton, to approve the Personnel Committee Agenda as presented. Motion carried unanimously.

MINUTES

The minutes from the July 27, 2023 Personnel Committee Meeting were briefly reviewed and discussed.

Motion by Howell, supported by Hamilton, to approve the minutes from the July 27, 2023 Personnel Committee Meeting, as presented. Motion carried unanimously.

M.S.U. EXTENSION OFFICE

Phil Kaatz, MSUE Interim Regional Director, was present to discuss the various options for filling the part-time 4-H Program Coordinator position, which will become vacant by the end of August due to an anticipated retirement. Mr. Kaatz provided the back history of staffing for the department, which is mostly made up of MSU funded positions. He would like consideration of filling the position with a full-time position or a .9 full-time position, both which would be an additional \$70,920 in the MOA and MSUE would be responsible for all benefit and retirement related costs. Lengthy questions and discussion followed regarding the various duties of the position and the Committee asked what would happen if the funding was not available in the future for the position. Mr. Kaatz stated he would get more details on the questions regarding local input for program education topics and about potential of lost funding in the future and he will report back.

Motion by Hamilton, supported by Howell, to refer the 4-H Program Coordinator vacancy to the next called Personnel Committee Meeting for further clarification from the Interim Regional Director. Motion carried unanimously.

COMMUNITY MENTAL HEALTH

Mr. Emmons and Ms. Sankiewicz were present to provide information regarding their request to fill either a full-time Professional BA (position #723, pay grade 18) or upgrade the position to a Master Level Clinician position if they can find a credentialed candidate (position #TBD, pay grade 21) in the Autism program. Mr. Emmons stated that they have been unable to fill the position which has been posted for over 120 days and they would be responsible to pay the cost difference. Lengthy questions and discussion followed and concerns were expressed about having two different job titles and different pay grades tied to one vacancy, which makes it difficult to track in the County's HR Office. It was a consensus to just eliminate the position that they have not been able to fill and replace with the Master Level Clinician position.

Motion by Hamilton, supported by Howell, to recommend to the Full Board to authorize Community Mental Health to amend their Table of Organization to eliminate one Professional BA position (#723, pay grade 18) position and add one additional Master Level Clinician position (#TBA, pay grade 21) to meet the needs in the Autism program, to be paid by CMH funding and at no additional cost to the County's General Fund. Motion carried unanimously.

Mr. Emmons also requested to contribute \$900 for the six (6) employees of the A.C.T. (Assertive Community Treatment) program into their MERS post-employment Health Care Savings Plan for both years ending September 30, 2022 and 2023 for a total of \$5,400 per year. The cost was allocated in the MDHHS grant agreements due to employees of the program having direct contact and welfare checks of clients during COVID. Lengthy questions and discussion followed and the H.R. Manager stated that she is waiting for a reply back from MERS to see if this is allowable for only a small portion of staff as the County has several different divisions with MERS.

Motion by Howell, supported by Hamilton, to table the request from CMH regarding the two \$900 contributions to M.E.R.S. PEHCSP for six employees of the A.C.T. Program until the County receives a response back from M.E.R.S. if this is allowable. Motion carried unanimously.

ADJOURN

Motion by Hamilton, supported by Howell, to adjourn the meeting. Motion carried unanimously. 11:55 a.m.

Truman Mast, Chairman
Lapeer County Personnel Committee

Minutes Prepared by: Doreen Clark, Office Manager

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