

PERSONNEL COMMITTEE

DECEMBER 14, 2023

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

Chairman Truman Mast called the meeting to order at approximately 10:45 a.m. in Conference Room 302 in the Administration Office on the 3rd Floor of the County Complex.

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

Others: Moses Sanzo, County Controller/Administrator; Jackie Arnold, CFO; Doreen Clark, Administration Office Manager; Sheryl Sims, HR Manager; Sheriff Scott McKenna; Lauren Emmons, CMH CEO; and Brooke Sankowicz, CMH Clinic Services Director.

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 November 9, 2023 Personnel Committee Meeting were briefly reviewed and discussed.

Motion by Hamilton, supported by Howell, to approve the minutes from the November 9, 2023 Personnel Committee Meeting, as presented. Motion carried unanimously.

SHERIFF'S DEPARTMENT

Sheriff Scott McKenna was present to provide information regarding his request to add an additional Corrections Officer position, which will be assigned to meet the needs of the Courthouse Security, as was promised through the millage proposal. He stated that this will make the 5th position for Courthouse Security, which is what it will be maximum assigned (capped). Sheriff McKenna also provided the statistical data surrounding the 75,383 screenings that occurred between March 13th through last week at the front entry, including knives, mace, guns, disturbances, warrants, transports, arrests, and fingerprinting. Questions and discussion followed.

Motion by Howell, supported by Hamilton, based upon the recommendation of the Personnel Committee, to authorize the Sheriff's Department to amend their Table of Organization and add one additional full-time Corrections Officer position (#TBD, Pay Grade S4) to meet the needs of Courthouse Security, to be paid from the Law Enforcement Millage funding, and at no additional cost to the County's General Fund. Motion carried unanimously.

COMMUNITY MENTAL HEALTH

Mr. Emmons and Ms. Sankowicz, were present to provide information on their request to add another full-time BA Professional position in the Office of Recipient Rights in order to meet the program needs and caseloads. He also provided comparable data from other CMH's, their count of persons served, current Rights Office FTE's, and Allegations (caseloads). He also mentioned that with the addition of the AICC program, that he anticipates their caseloads to increase, and that requires new standards that have to be learned on handling substance abuse rights complaints. Question and discussion followed and Mr. Emmons stated that this program is especially important for the protection of both the clients and the staff and to provide both thorough and complete investigations.

Motion by Hamilton, supported by Howell, based upon the recommendation of the Personnel Committee, to amend the Table of Organization for Community Mental Health to add and fill one full-time BA Professional position (#TBD, Pay Grade 18, Office of Recipient Rights) to meet program needs and caseloads, to be paid from CMH's budget, and at no additional cost to the County's General Fund. Motion carried unanimously.

ADJOURN

Motion by Kohlman, supported by Hamilton, to adjourn the meeting. Motion carried unanimously. 11:08 a.m.

Truman Mast, Chairman
Lapeer County Personnel Committee

Minutes Prepared by: Doreen Clark, Office Manager