

April 28, 2022, Special/ Personnel Committee Meeting

U-114

Thursday, April 28, 2022, at 8:00 a.m., Personnel Chairperson Jacob Conery called the meeting to order. The meeting was held in the conference room in the Administration Office. The Pledge of Allegiance was recited. Roll call was taken with the following members present: Chairperson Jacob Conery, Committee Members Mark Stauber and Patti Peretto.

Also present: Administrative Assistants Mary Dalpra and Lynette Lorenz, 911 Director Ashley Schmidt, Deputy Clerk Amy Donati and Clerk/Register Julie Kezerle.

Moved by Peretto, seconded by Stauber, to approve the agenda. Voice vote, all in favor, motion carried.

Moved by Peretto, supported by Stauber, to approve the March 14, 2022, Personnel Meeting Minutes. Voice vote, all in favor, motion carried.

Conery asked for public comment.

Kezerle said that it is each Department Head's responsibility to know what the Standard Travel Regulations Policy is and to make sure that the employees in their department also know. It shouldn't matter what Fund or Grant the money comes out of, the policy is the policy.

Conery asked for public comment two more times, with no further comments voiced.

New Business:

The first item on the agenda was Review of Standard Travel Regulations. The current Policy was included for everyone's review, along with the Expense Report. Conery said he agrees with the current policy and that we are right in line with what other counties are paying. Stauber said there's a reason for a policy. The same policy should be the same for everyone, regardless of whether or not a grant reimburses for the expenses. There was discussion on modifications, such as adjusting the amount of Out of County Meals from \$30.00 per day to \$35.00 per day and whether those meals could be paid for with the County's credit card, or whether the employee would pay for the meals and then submit an expense report for reimbursement. Peretto said she thinks the daily maximum amount for Out of County Meals should be \$35.00 and Stauber agreed. Other changes included updating taxicab with Uber or similar services and omitting telegram and phone charges, as most people have cell phones and telegrams are obsolete.

After more discussion, it was moved by Stauber, supported by Peretto to bring to the full board the talked about changes to the Standard Travel Regulations for board approval.

Roll call vote: Ayes: Peretto, Stauber, Conery
Nays: None

Motion carried.

The last item on the agenda was MI Works Young Professionals program or part-time temp employee administration office. Dalpra said that the MI Works Young Professionals is a program that doesn't cost the county anything. It is a good opportunity for someone and could be put to use by not only the administration office, but other offices, as needed. Dalpra also said the administration office used to have a list of people to call if, for some reason, both she and Lorenz were not able to be in the office for some reason, such as vacation and/or sickness.

It was then moved by Stauber, supported by Peretto, to recommend to the full board the MI Works Young Professionals program and the part-time temp employee list for the Administration Office.

Roll call vote: Ayes: Stauber, Peretto, Conery
Nays: None

Motion carried.

Motion to Adjourn:

Moved by Stauber, supported by Peretto, to adjourn the meeting. Voice vote, all in favor, motion carried. Meeting was adjourned at 8:30 a.m.

Chairperson Jacob Conery

Clerk/Register Julie Kezerle