

WORKING MEETING

September 6, 2018

Convened: 11:00 AM

Present: Commissioner Gordon, Commissioner Vrablic, Commissioner Kolcz, Commissioner Norris and Commissioner Hazelbaker

Also Present: Jim Measel-WTVB, Sheriff Pollack, Undersheriff Eichler, Scott Walls-County Complex Manager, Amy Duff - COA, County Clerk Teresa Kubasiak and Administrator Bud Norman.

The agenda was approved.

PERSONNEL, PLANS & POLICY (Commissioner Norris)

Request for Staff – Commission on Aging

COA Director, Amy Duff, is requesting to fill two positions for Regular Part-Time Aides. She is making the request to help meet the increased demands for in-home services and because of the reduced availability of the existing staff.

Duff noted that she has two aides on long-term medical leave and another that may be retiring soon. The starting wage is \$10.45 per hour; 20 – 29 hours per week; effective 9/12/2018. Benefits are sick, vacation, personal and holiday time. The COA has funds available for the positions. The Committee recommends:

Motion by _____ seconded by _____ that approval is given for COA to hire two Regular Part-Time Aides with a starting wage of \$10.45 per hour; 20-29 hours per week, effective 9/12/2018.

Request for Staff – Juvenile Court

Juvenile Court Administrator, Zachary Rusk is requesting to fill a Youth Specialist position for the Day Treatment program, which became vacant on August 31, 2018. The position is 40 hours per week, with a starting new hire wage of \$14.64 with the new hire benefits, effective 10/01/2018. The Committee recommends:

Motion by _____ seconded by _____ that approval is given for Juvenile Court to fill a vacant Youth Specialist position with a starting wage of \$14.64 per hour, 40 hours per week, with the new hire benefit package, effective 10/01/2018.

Michigan Works! – Southwest Workforce Development Board – BYLAWS & Resolution

The Michigan Works! – Southwest Workforce Development Board By-laws and a resolution were submitted to the Committee for review and approval. This Board is made up of members from Branch, Calhoun, Kalamazoo and St. Joseph counties. The changes included changing the terms for members who are commissioners from four years to two years; combining services; changing committee names and updating various dates, including the expiration date. The current agreement expires on September 30, 2018. The Committee recommends:

**Motion by _____ and seconded by _____ to approve the Bills and
Accounts in the amount of \$104,818.51**

Depository Resolution – Treasurer

The Treasurer submitted a resolution for approval. The resolution contains a listing of all of the financial institutions that she will use to deposit public monies on behalf of the County.

**Motion by _____ seconded by _____ approve the Depository Resolution
submitted by the Treasurer.**

Revised 2019 Budget Development Schedule

The Administrator provided a revised 2019 budget development schedule. The first draft of the budget is expected to be presented at the work meeting on September 20th, with final approval by the Board being December 18th.

LEGISLATIVE **(Commissioner Gordon)**

Resolution – Development of an additional lock (Marquette County)

A copy of a resolution from Marquette County was presented for review. The resolution supports the development and the funding for the twinning of the Poe Lock.

The meeting was adjourned at 11:51am.

Submitted by: Commissioner Vrablic Commissioner Kolcz Commissioner Gordon
 Commissioner Hazelbaker Commission Norris