

Personnel/Equalization/Health and Social Services Committee Meeting Minutes

December 9, 2013

A regular meeting of the Chippewa County Board of Commissioners Personnel/Equalization/Health and Social Services Committee was held on Monday, December 9th, 2013 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Kinsella called the meeting to order at 10:02 a.m. with a quorum present.

MEMBERS PRESENT: Don McLean, Ted Postula and George Kinsella

MEMBERS ABSENT: None

OTHERS PRESENT: Judge James Lambros, Jim German and Kelly Church

Additions / Deletions to the Agenda

None

Approval of the Agenda

It was moved by Commissioner McLean, Supported by Commissioner Postula, to approve the agenda as presented. On a voice vote, the motion CARRIED.

Public Comments:

None

Agenda Items

Circuit Court-Personnel Request

Judge James Lambros addressed the Committee regarding the unexpected retirement of Friend of the Court Thelma Bosbous, effective 12/31/2013. Although the Judge expressed his appreciation for an excellent job done by Ms. Bosbous, he indicated that he would like to improve the efficiency of the Friend of the Court Office, by adjusting the Friend of the Court job description, and hire an attorney/referee so that the Friend of the Court may hold hearings, take testimony and have the ability to enforce the orders, which currently cannot be done. Judge Lambros addressed the needs of the position in that he will need a seasoned skilled attorney, with experience in Family Law. He indicated that he would like the Committee to consider the Grade 17 level, as this position would be equal to that of the Magistrate, the position would be full time 40 hours, the new hire would be under the County's hybrid retirement program, would be responsible for 20% co-payment of the health insurance premium and would have a probationary period with review with the Judge and Committee. Currently the Friend of the Court position is a Grade 15 at the five-year rates, due to Ms. Bosbous's thirty plus years with the County, and the position pays \$69,384.89 plus sick time payout for any unused time over the 168 hour threshold. The position is budgeted for \$92,844.84 in FY14, which includes both wages and fringes. The Committee addressed their concerns of the pay scale, how to pay for it, cross-training, setting precedence for moving someone to the top in the pay scale and the efficiency of the office, having it run the way it is now. Discussion ensued. The Judge and the Committee also discussed the outstanding collections due to the Court, and how that would be addressed.

It was moved by Commissioner McLean, supported by Commissioner Postula to fill the Friend of the Court position at the annual salary of \$69,384.89 for FY2014 at 40 hours per week and then progress the position to Grade 17 for FY2015, and to forward this motion to the Finance Committee for consideration. On a voice vote the motion CARRIED. (2-1 Commissioner Kinsella voting nay)

Veteran's Intern

Veteransø Counselor Beth Yeack requested approval for the Office to become a US Department of Veteransø Affairs work-study site. Once the request is approved it will be possible to hire a work-study student, to work up to 25 hours weekly at minimum wage. This student would be employed by the USDVA and there would be no cost to the County. Ms. Yeack included a job description for the Committeeø review.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the request from the Veterans' Counselor to be approved to hire a work-study student through the US Department of Veterans' Affairs for up to 25 hours per week, the student will be an employee of the USDVA. On a voice vote, the motion CARRIED.

Administrator Evaluation

The Committee reviewed and Performance Evaluation for Chippewa County Administrator worksheet.

It was moved by Commissioner McLean, supported by Commissioner Postula to have the Personnel Chairman Kinsella hand out the evaluation sheets to the Board and to have the worksheet returned to Chairman Kinsella by February. On a voice vote, the motion CARRIED.

Committee Member & Chairperson's Comments

There were no additional comments.

It was moved by Commissioner McLean, supported by Commissioner Postula to adjourn the meeting. On a voice vote, the motion CARRIED.

Chairperson Kinsella declared the meeting adjourned at 11:30 a.m.

Kelly J. Church, Deputy Administrator

George Kinsella, Chairperson