

PERSONNEL COMMITTEE MEETING MINUTES



July 18, 2022, 7:00 p.m.
Board of Commissioners Meeting Location
304 E. Grand River Ave., Board Chambers, Howell, Michigan
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC
<https://us02web.zoom.us/j/3997000062>

Member Present: Brenda Plank, Martin Smith, Douglas Helzerman

Members Absent: Mitchell Zajac

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Plank at 7:24pm

2. ROLL CALL

Roll call by the recording secretary indicated the presence of a quorum.

3. APPROVAL OF AGENDA

Moved By: D. Helzerman

Seconded By: M. Smith

Motion to Approve the Agenda as Presented.

Yes (3): B. Plank, M. Smith, D. Helzerman

Absent (1): M. Zajac

Motion Carried (3-0-1)

4. CALL TO THE PUBLIC

Yvonne Black- Marion Twp., MI

Jason Ringuette- Brighton Twp., MI

Cherie LaRou- Green Oak Twp., MI

5. APPROVAL OF MINUTES

5.1 Meeting Minutes dated: June 20, 2022

Moved By: D. Helzerman

Seconded By: M. Smith

Motion to Approve the Minutes as Presented.

Yes (3): B. Plank, M. Smith, D. Helzerman

Absent (1): M. Zajac

Motion Carried (3-0-1)

6. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

7. REPORTS

None.

8. RESOLUTIONS FOR CONSIDERATION

8.1 HUMAN RESOURCES

Resolution to Certify Officer and Employee Delegates to the 2022 Municipal Employees' Retirement System Annual Conference

Moved By: M. Smith

Seconded By: D. Helzerman

Motion to Approve the Above Resolution and Move Forward to Board of Commissioners

Yes (3): B. Plank, M. Smith, D. Helzerman

Absent (1): M. Zajac

Motion Carried (3-0-1)

8.2 EMS

Resolution Authorizing the Reclassification of a Vacant QI Specialist position to Education Instructor Coordinator

Moved By: M. Smith

Seconded By: D. Helzerman

Motion to Approve the Resolution as Presented.

Yes (3): B. Plank, M. Smith, D. Helzerman

Absent (1): M. Zajac

Motion Carried (3-0-1)

8.3 BOARD OF COMMISSIONERS

Resolution to Amend the Job Description for the Health Officer Position.

Moved By: D. Helzerman

Seconded By: M. Smith

Motion to Approve the Resolution with the following Amendments to the Health Officer Job Description

~~15. Participates in the statutory appeals process provided under MCL 333.2462.~~ Perform such duties and responsibilities as required and directed by the Board of Health and Board of Commissioners and in accordance with the laws of the State of Michigan, including but not limited to lawful policy and governance directives within the authority of the Board of Health or Board of Commissioners including, but not limited to, the current expressed preference of the Board of Commissioners that in those circumstances appropriate and applicable, the civil infraction and appeal provisions of MCL 333.2261 and 2262 be employed in lieu of criminal enforcement mechanisms.

16. ~~Makes recommendations to~~ Advises and consults with the Board of Commissioners on general policies and procedures, and methods of service delivery for public health

and clinical care programs related to communicable diseases, including pathogens such as viruses, bacteria, outbreaks, and pandemics.

Yes (3): B. Plank, M. Smith, D. Helzerman

Absent (1): M. Zajac

Motion Carried (3-0-1)

9. ADJOURNMENT

Motion to Adjourn Meeting at 8:36pm

Moved By: D. Helzerman

Seconded By: M. Smith

Yes (3): B. Plank, M. Smith, D. Helzerman

Absent (1): M. Zajac

Motion Carried (3-0-1)

Pam Dinsmore

Recording Secretary