

## PERSONNEL COMMITTEE

### Approved Minutes

DATE: January 13, 2003

TIME: 1:00 p.m.

PLACE: Fillmore Street Complex

PRESENT: Joyce Kortman, Jane Ruiter, Cynthia Visscher, Frederick VanderLaan, Philip Kuyers

STAFF & GUESTS: Daniel Krueger, County Clerk; Rich Schurkamp, Human Resource Director; Rosemary Zink, Finance Director; Sherri Sayles, Deputy Clerk, Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the November 11, 2002, meeting as presented. Approve by consent the agenda of today as presented.

SUBJECT: ELECTION OF COMMITTEE VICE CHAIR

PC 03-001 Motion: To nominate and elect Joyce Kortman as Vice-Chairperson for the Personnel Committee for 2003.

Moved by: Ruiter Supported by: Visscher UNANIMOUS

SUBJECT: DATES AND TIMES OF FUTURE MEETINGS

The Personnel Committee will be meeting the first Monday of each month at 1:00 p.m. The meetings will be held at the Fillmore Street Complex.

SUBJECT: DISCUSSION ITEMS

1. Issues to be discussed at future meetings.

- Employee Survey
- Ryes Study - potential of other companies doing study, look at the policies for wage and compensation studies.
- Boards & Commissions - look at an implementation policy.
- Overlapping employees for training purposes when a position is filled.
- Health Insurance
- Review Human Resources and Personnel Policies.
- Public Comment on Committee Agendas - Discussed several ways this could be handled. Suggested wording: "Comments on the Day's Business".

SUBJECT: ADJOURNMENT

The meeting adjourned at 2:00 pm.

