

## PERSONNEL COMMITTEE

### Approved Minutes

DATE: April 14, 2003

TIME: 1:02 p.m.

PLACE: Fillmore Street Complex

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

STAFF & GUEST: Daniel Krueger, County Clerk; Ron Frantz, Prosecutor; Rich Schurkamp, Human Resources Director; Rosemary Zink, Finance Director; Travis Parsons, Human Resources; Paul Geerlings, Drain Commissioner; Patti Krieg, Chief Steward of Teamster; Sherri Sayles, Deputy Clerk; Brooke Sorensen, County Clerk's Office, Media

SUBJECT: CONSENT ITEMS

PC 03-003 Motion: To approve the minutes of the February 3, 2003, meeting as presented and approve the agenda of today as presented.

Moved by: Ruiter Supported by: Kuyers UNANIMOUS

SUBJECT: THE COUNTY OF OTTAWA EQUAL EMPLOYMENT OPPORTUNITY PLAN 2003

PC 03-004 Motion: To approve and forward to the full Board, the County of Ottawa Equal Employment Opportunity Plan 2003.

Moved by: Visscher Supported by: Kortman UNANIMOUS

SUBJECT: NOTICE OF INTENT TO RETIRE FROM OTTAWA COUNTY ADMINISTRATOR

PC 03-005 Motion: To receive, accept and refer to the full Board from Ottawa County Administrator, Robert Oosterbaan, his notice of intent to retire.

Moved by: Visscher Supported by: Ruiter UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Postings for Boards and Commissions- Daniel Krueger explained the suggested changes he made to the Appointment- Boards and Commissions Appointments Policy. Issues were cleaned up and three new paragraphs were added. A new proposed policy was presented on Boards and Commissions Applications. Committee to review and bring back next month as Action Item.
2. Review of Personnel Policies #22.000 and 24.000- Bring back on next month's agenda.
3. Original and Classified Wage Study- Bring back next month as a Discussion Item agenda and look at the parameters and policy issues.
4. Future Agenda Items- The May Personnel Committee meeting has been rescheduled to Monday, May 12,

2003.

SUBJECT: ADJOURNMENT

The meeting adjourned at 2:00 p.m.