

PERSONNEL COMMITTEE

Amended and Corrected Minutes

DATE: September 9, 2003

TIME: 2:37 p.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Rosemary Zink, Finance Director; Greg Rappleye, Corporation Council, Rich Schurkamp, Human Resources Director; Sherri Sayles, Deputy Clerk; Brooke Slagle, County Clerk's Office; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the August 4, 2003, meeting as presented and approve by consent, the agenda of today as presented.

SUBJECT: DISCUSSION ITEMS

1. Unclassified Wage Study Completion Team - Rich Schurkamp presented a draft of the Unclassified Wage Study Completion Team and its Statement of Intent.

The Committee would like to see the last sentence of the Statement of Intent to be changed to read the following:

All elements of the study methodology, including the comparable communities to be used, shall be proposed, by the consultant, to the Personnel Committee.

This will be brought back to the Personnel Committee as an action item next month.

2. Tuition Reimbursement Policy - Rich Schurkamp explained the changes with taxes for education expenses. The Committee decided the Tuition Reimbursement Policy would remain the same. This is to save employees the expense of taxes due to education expenses.

SUBJECT: COMMENTS ON THE DAYS BUSINESS

Rich Schurkamp gave an update on the search for a new Administrator. He contacted Steve Bernard, Vice President of The PAR Group. Steve told him that all advertisements are running or have already ran. They have sent out 200 letters. The PAR Group has received 30 applications regarding the Ottawa County Administrator's opening. Steve has also received several inquiries about this position. He will report back to the full Board in a couple of weeks about the progress of the search.

SUBJECT: ADJOURNMENT

The meeting adjourned at 2:58 p.m.

