

Human Resources and Planning Committee

January 10, 2019

The Human Resources and Planning Committee met on Thursday, January 10, 2019 at 7:00 p.m. The meeting was held at the McDonough County Courthouse in the Law Library. Committee members in attendance included Chairman Letha Clark, Vice Chairman Mike Cox, Larry Aurelio, Travis Hiel, Michael Kirby, Ed Lavin, and Terra Litchfield. Committee member Dave Nissen was absent. Others in attendance included Patrick Stout, Kelsey Havens, Gayle Carper, Bonnie Scripps, County Chairman George Dixon, and Sara Kluthe was present as Committee Secretary.

Chairman Letha Clark called the meeting to order at 7:00 p.m.

Review & Approval of December 13, 2018 Minutes

Member Litchfield moved with a second by Member Hiel to approve the December 13, 2018 minutes as submitted. Motion carried on a voice vote.

Animal Control Report

Animal Control Officer Kelsey Havens gave the report. The total number of Dogs in the shelter at the end of December was 11 and Cats was 60.

The new Pet Supply Plus store will be having a grand opening and they requested to have 1-2 dogs from the shelter there for it. The shelter previously took 7 cats to the store and 4 were immediately adopted, they are hoping for the same success with the dogs.

Havens requested a new screen door for the shelter. The old one had to be removed because the handle broke, a new handle would cost more than what the door was worth. The lack of a screen door has caused some confusion with the public as they think the shelter is closed because the main door is always shut now. The Members approved her purchasing a new screen door.

The water heater has been working well, and they received a battery for their defibrillator. The floor is continuing to peel, they have had to pull some of it up as it sharp and is starting to smell due to water and urine being trapped under it.

Bonnie Scripps from the Humane Society informed the Committee that meetings for the Human Society have been moved to the 1st Monday of the month and will be held at the Macomb American Legion. They will have their reorganizational meeting on January 22nd at the American Legion and will start at 6:00. A meal will be provided and there will be a slideshow of their accomplishments and goals for the future. Member Lavin asked Scripps if they have found a location for the new animal shelter building. They are looking in to putting it just east of the current shelter where the City impound lot is currently located, the issue with that location is that there is not a sewer hookup there and the closest one is west of Route 67. They are still exploring options.

Policies & Procedures

Chairman Clark inquired about the employee handbook in regards to the changes being made and if they had been complete. The employee handbook should be complete for the Members to view at the February HR & Planning Meeting.

Report on GIS Meeting

Committee Member Kirby will now be serving on the GIS Board.

Claims

Member Cox moved with a second by Member Hiel to approve the claims as submitted. Motion carried on a voice vote.

Policy Regarding Finance Committee Members

A discussion was held among the Committee on a change to the County Board Policy and Procedures regarding Finance Committee Members as to whether or not the County Board Vice Chairman could be on the Finance Committee even if the Vice Chairman is not a Chairman of a Committee. There was mixed feelings on this and after much discussion the Members agreed to present this to the Finance Committee at their meeting in February to get their input on it and go from there.

Memorandum of Understanding with the Humane Society

A draft of a Memorandum of Understanding between the County and the Humane Society has been prepared, Bonnie Scripps with the Humane Society is in agreement with it and will present it to the McDonough County Humane Society Board seeking their approval.

Other

Board Chairman Dixon questioned the Members as to what authority they have over County employees, he would like them to think about this for the next HR Meeting. Patrick Stout informed the Committee that they do not have any control over employees that work for an elected official, they can only offer suggestions.

Member Cox moved with a second by Member Hiel that the meeting adjourn. Motion carried on a voice vote. With no further business to discuss the meeting adjourned at 8:09 p.m.