

Human Resources and Planning Committee

February 14, 2019

The Human Resources and Planning Committee met on Thursday, February 14, 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, Michael Kirby, and Terra Litchfield. Committee Members Travis Hiel, Ed Lavin, and Dave Nissen were absent. Others in attendance included Patrick Stout, Kelsey Havens, Bonnie Billhymmer, Gayle Carper, Bonnie Scripps, Karen Blakely, Eric Blakely, Scott Schwerer, County Chairman George Dixon, County Clerk Gretchen DeJaynes, and Stacey Alexander was present as Committee Secretary.

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

Review & Approval of January 10, 2019 Minutes

Member Litchfield moved with a second by Member Kirby to approve the January 10, 2019 minutes as submitted. Motion carried on a voice vote.

Animal Control Report

Animal Control Officer Kelsey Havens gave the report. The total numbers of animals in the shelter at the end of January was 6 dogs and 37 cats.

The Pet Supply Plus store has really been working with the Animal Shelter, as they are now accepting donations for the shelter. A new washing machine was purchased, and they were able to get a good deal and purchase it at half price.

Bonnie Scripps from the Humane Society said they had their annual meeting. At their meeting they went over their accomplishments, the amount of animals that they were able to help for various reasons, and discussed the many things that do with the McDonough County Board, City of Macomb, and the Animal Shelter. They held two fund raising events in 2018, the Brix Challenge and Wine Whiskers and Whimsy. The Brix Challenge netted \$57,490 and the Wine Whiskers & Whimsy netted over \$9,600, both were very successful! A draft blue print of what the new shelter could possibly look like was provided for the Committee.

Policies & Procedures

Nothing to discuss.

Report on GIS Meeting

No Report.

Claims

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

Employee Handbook Status

The Committee decided to make a few changes to the draft of the recently updated handbook. Member Cox moved with a second by Member Litchfield to approve the changes to the Employee Handbook. Motion carried on a voice vote.

Member Cox moved with a second by Member Aurelio to take the new handbook to Full Board once the changes have been made. Motion carried on a voice vote.

Policy Regarding Finance Committee Members

The potential policy change was briefly discussed at the Finance meeting held on February 13. There are still several questions that need to be answered before a formal decision can be made.

Memorandum of Understanding with the Humane Society

A draft of a Memorandum of Understanding between the County and the Humane Society was discussed. Having a legal document prepared between the Humane Society and the County was recommended. There is currently an agreement between McDonough County and the City of Macomb which will need to be addressed before a new agreement can be signed. Board Member Scott Schwerer felt that Gale Carper with the City of Macomb should have been present for the discussion regarding the Memorandum of Understanding.

Other

County Clerk DeJaynes informed the Committee that all new Board Members need to take an Open Meeting and FOIA class and bring their certificates of completion to her, this class can be taken online. Board Members should do a walk thru of the Courthouse and introduce themselves to the office holders. DeJaynes also addressed the question asked at the HR & Planning meeting held in January regarding who has authority over County employees. She informed the Committee that elected officials have authority over their employees and that the Board is in charge of appointed office holders and their employees. County Chairman Dixon feels that it needs to be established as to who handles problems with an employee.

County Board Member Scott Schwerer informed the Committee that at the Full Board Meeting this month they will vote on the Road Use Agreement for the wind farm and that Warren County has passed theirs.

Member Aurelio moved with a second by Member Litchfield that the meeting adjourn. Motion carried on a voice vote. With no further business to discuss the meeting adjourned at 8:32 p.m.