

**Shiawassee County Community Mental Health Authority**  
**Human Resources Committee**  
**October 2, 2017**

**Members Present:** Paul Wiese (Chair), Vicki Bocek, Bruce Cadwallender, Bill Dodge, Janelle Hughes, Jeanne Ladd

**Others Present:** Lindsey Hull; Chief Executive Officer, Deb Hoenshell; Human Resources Coordinator, Jamie Burke (Executive Assistant) (Minutes)

Topic	KEY DISCUSSION	MOTION/ACTION
1. Called to Order		The meeting was called to order at 5:31 p.m. by Paul Wiese.
2. Approval of the Agenda		<b>MOTION BY HUGHES, SUPPORTED BY CADWALLENDER</b> to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	There was no public present.	
<b>OLD BUSINESS</b>		
<b>NEW BUSINESS</b>		
4. New Policy Approval	The committee reviewed the new policy statements for: #14, Internships, #15 Employee Use of Social Media, Court-Appointed Guardianships, Grooming & Attire.	<b>MOTION BY LADD, SUPPORTED BY HUGHES</b> to recommend to the full board approval of the new Human Resources policies. All ayes, motion carried.
5. CEO Performance Evaluation	The committee reviewed the evaluation that was developed in 2016. The committee decided to not make any changes.	The committee will present to the full board the CEO evaluation on October 16 <sup>th</sup> . The evaluation will be sent out, due by end of December, reviewed at January 2018 HR meeting, then full board will review and come up with an action plan to be presented to the CEO.
6. 2016 Compensation and Benefits Survey	The committee reviewed the compensation and benefits survey that compares SCCMHA with other Behavior Healthcare agencies in the Northwest region. L. Hull presented this information in preparation for the 2018 union negotiations.	Informational only; no action necessary.
7. Next meeting		The next meeting will be January 8, 2018 at 5:30 p.m.

8. Adjourn

**MOTION BY BOCEK, SUPPORTED BY HUGHES** to adjourn the meeting at 6:31 p.m. All ayes, motion carried.