

POLICIES & PROCEDURES COMMITTEE



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MEMBERS

John Lapham, Dawn Bales, Bob Knoblauch

MEETING LOCATION

Chamber Room, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI 49221

MINUTES: Monday, September 16, 2019 – 10:00 a.m.

Present: Commissioners Lapham, Bales, and Knoblauch

Also Present: Martin Marshall, Kim Murphy, and Scott Holtz

I. Approval of Minutes

Motion by Knoblauch, seconded by Bales, to approve the minutes of the August 19, 2019 meeting. Motion carried.

II. Ready for recommendation

There were no policies ready for recommendation.

III. Initial/Further Review

A. Salary Structure Review: Marty Marshall indicated that MAC has yet to send out the Commissioner salary survey, however he expects it in the near future. Marty also indicated that the majority of counties participated in the survey, therefore it should be very informative. The Committee discussed a variety of options that could be implemented to increase the Commissioner's salary. This discussion will be further investigated/discussed next month. It was noted that it would be best to include this as part of the 2020 Budget so that it is in place prior to the April filing deadline.

IV. Other Business

Combining of Committee Meetings: Discussion continued on this topic. This includes the possibility of combining all Standing committee meetings into one meeting with the exception of Accounts Payable and Personnel Ways and Means. Meetings such as Parks, Airport, and Solid Waste would continue to operate as normal. Committee members will reach out to other Commissioners to get feedback. This will be discussed in more detail at a later date.

It was noted that once the salary structure review is complete, the Policy and Procedures Committee will move to quarterly meetings with a designated schedule to review certain policies.

October Meeting: Due to scheduling conflicts, the October Policy and Procedure meeting will take place on **October 7, 2019** immediately following the Airport Commission meeting at the Airport.

V. Adjournment

Motion by Bales, seconded by Knoblauch, to adjourn the meeting at 10:56 a.m. Motion carried.

MDM/klm