

PERSONNEL COMMITTEE
MEETING MINUTES
Friday, February 9, 2024
Howard Male Conference Room

The Personnel Committee met on Friday, February 9, 2024, at 12:30 p.m. in the Howard Male Conference Room.

COMMISSIONERS PRESENT: Brenda Fournier, Chair
Bill Peterson
John Kozlowski

OTHERS PRESENT: Jennifer Mathis, Interim County Administrator/Human Resource Specialist
Kim Elkie, Director of Emergency Management and E911
Kim MacArthur, Board Assistant
Amy Cell, Amy Cell Talent
Rebecca Roberts, Amy Cell Talent
Bhavya Tummaia, Amy Cell Talent
Rebekah Duhaime, NEMCMHA
Nena Sork, NEMCMHA
Kara Lemonds

CALL TO ORDER

Chair Fournier called the meeting to order at 12:30 p.m.

The Personnel Committee met via zoom with Amy Cell, Rebecca Roberts, and Bhavya Tummaia from Amy Cell Talent for an initial meeting to discuss the hiring of a new County Administrator. Amy Cell asked the Committee about things they would like to see in the next County Administrator. Amy Cell reported her company will present 7-10 candidates based on criteria. They will handle the initial screening, background checks, conduct phone interviews, and prepare 10 questions that the candidates will answer via video to be sent to the Board to review. Amy Cell can help with scheduling but would not be on site for the in-person interviews. The candidates that do not receive an interview will be contacted by Amy Cell Talent.

Amy Cell will send Interim Administrator Mathis a link to a survey that will be sent to each of the County Commissioners, the County Clerk, Treasurer, Register of Deeds, and Sheriff for their input and feedback on hiring a County Administrator. Included in the survey will be an area for recommendation on compensation. The survey will conclude on Friday, February 16th at 12:00 p.m. The Personnel Committee will meet back with Amy Cell Talent via Zoom on Wednesday, February 21st at 10:30 a.m. to discuss the results. If approved the search for candidates will launch on Wednesday, February 21st and close on Sunday, March 24th. The candidates will be presented on April 2nd to the Personnel Committee Meeting at their regularly scheduled meeting at noon.

The Personnel Committee held an interview with applicant Kara LeMonds for the open position on the Northeast Michigan Community Mental Health Board. Motion was made by Commissioner Peterson and supported by Commissioner Kozlowski to recommend approval to appoint Kara LeMonds to the Northeast Michigan Community Mental Health Board as presented. Motion carried.

ACTION ITEM #1: The Committee recommends approval to appoint Kara LeMonds to the Northeast Michigan Community Mental Health Board for the term beginning April 1, 2024 and ending March 31, 2027, as presented. Motion carried.

Motion to adjourn by Commissioner Kozlowski and supported by Commissioner Peterson. Meeting adjourned at 1:03 p.m.

Brenda Fournier, Chair

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