

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Thursday, January 14, 2021 at 4:30 p.m.

VIA TELECONFERENCE PER

PA 228 & PA 254 of 2020

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Undersheriff Gomez, Vanessa Guerra, Norm Bamberger, Jessica Sargent, Commissioners Krafft, Boyd, and Tany, Suzy Koeplinger, Cindy Louchart, Sue Arceo

***The Labor Relations Committee meeting was held via Zoom.
As the County Building is closed to the public, the meeting was open remotely
to allow participation during the public portion of the meeting.***

I. Call to order---**Webster at 4:41 p.m.**

Roll-call by County Clerk Vanessa Guerra as follows:

Commissioner Little – Saginaw, MI

Commissioner Matthews – Spaulding Twp., MI

Commissioner Ruth – Saginaw, MI

Vice-Chair Harris – St. Charles, MI

Chair Webster – Saginaw, MI

II. Welcome

III. Public Comment (*Speakers limited to 3 minutes*)---**None**

IV. Agenda

1. Approval of 2021 Committee and Board Session Calendar

***---Moved by Harris, seconded by Ruth, to approve the 2021 Committee and Board Session Calendar.
Motion carried.***

2. **Jennifer Broadfoot, Personnel Director, re:**

▪ **1-19-8** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of December 2020 (*Receive & File*)

***---Moved by Ruth, seconded by Little, to receive and file the Employment Status Report.
Motion carried.***

▪ **1-19-9** Requesting discussion on the Families First Coronavirus Response Act (FFCRA) leave entitlements for Emergency Paid Sick Leave (EPSL) and Expanded FMLA that expire December 31, 2020 (*Receive & File*)

---Discussion was held and the Controller recommended the December 31, 2020 expiration date of these two county policies be extended to March 31, 2021 in the best interest of employees.

---Moved by Ruth, seconded by Matthews, to approve the recommendation of the Controller and extend the expiration date of these two (2) county policies to March 31, 2021. Motion carried by unanimous roll-call. (Board Report)

- **1-19-13** Submitting for approval revised County Policy #343 “Employee Insurance”; #361 Disability Leave”; and #341 “Paid Time Off” to create a uniform eligibility schedule for employee insurance benefits, PTO and disability leave for new hires to County employment.

---Moved by Harris, seconded by Matthews, to approve revised County Policy #343, #361, and #341 as recommended. Motion carried by unanimous roll-call. (Board Report)

3. **William Federspiel, Sheriff; Miguel Gomez, Undersheriff, re:**

- **1-19-10** Requesting modification of its Personnel Control Number (PCN) Roster for FY 2021 by increasing the Administrative Assistant position from part-time to full-time; to adjust the Administrative Assistant position PCN as split 50/50 between Administration and Law Enforcement

---Moved by Harris, seconded by Ruth, to approve amendment of the PCN Roster to reflect the Administrative Assistant position to full-time and as a 50/50 split between the accounts as noted, and further to waive the hiring freeze. Motion carried by unanimous roll-call. (Board Report)

- **1-19-11** Requesting conversion of PCN 101332 in the Jail Fund (101-35100) from a Transport Officer Deputy to a Jail Security position

---No action. Request pulled at committee

- **1-19-16** Requesting conversion of an open Deputy PCN and create a new Sergeant position; further, requesting amendment of its FY 2021 Budget to use revenue received from Federal inmate bed space to increase the Law Enforcement Fund by \$30,000 cover the difference in wages between a Deputy and a Sergeant (Budget/Audit)

---Moved by Little, seconded by Matthews, to approve amendment of the PCN Roster and change a Deputy position to a Sergeant position (PCN #207016). Motion carried by unanimous roll-call. Harris moved, seconded by Ruth, to waive the hiring freeze for the Sergeant position. Motion carried by unanimous roll-call. (Board Report)

4. **Jessica Sargent, Commission on Aging Director, re:**

- 1-19-12** Requesting waiver of the hiring freeze to fill the position of Program Specialist, a position that oversees the Meals on Wheels program

---Moved by Matthews, seconded by Ruth, to approve. Motion carried after unanimous roll-call. (Board Report)

5. **David Gilbert, County Civil Counsel, re:**

Requesting approval of a Memorandum of Understanding and Agreement between the County of Saginaw and the following bargaining units regarding accelerating the entitlement to health/vision/dental to the first of the month following 30 days for new hires, clarifies the onset date for accrual of Paid Time off (PTO), and changes made to the Disability Policy regarding eligibility:

- POAM Detention Supervisors
- POAM Detention Youth Care Specialists
- POAM District Court Probation Officers
- POAM Family Division Probation Officers
- POAM Assistant Prosecutors
- TPOAM Court & Elected Officials
- Teamsters Local 214 (COA & Public Health)
- Teamsters Local 214 (Nurses)
- POAM Animal Control
- POAM Non-312 Corrections
- POAM Command
- UAW Unit 48 – Managers
- UAW Unit 50 – Professionals
- UAW Unit 49 – Paraprofessionals
- POAM 312 Eligible – Deputies
- COAM – Sergeants

---Moved by Ruth, seconded by Little, to approve the Memorandums of Understanding with Saginaw County's sixteen (16) bargaining units as noted above. Motion carried after unanimous roll-call. (Board Report)

V. Miscellaneous---***None***

VI. Adjournment---***Moved by Harris, seconded by Little, to adjourn. Motion carried; time being 5:17 p.m.***

Respectfully Submitted,

Michael Webster, Committee Chair

Vanessa Guerra, County Clerk

Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, February 8, 2021 at 4:00 p.m.

VIA TELECONFERENCE PER PA 228 & PA 254 of 2020

Present: Michael Webster – Chair (*Saginaw, MI*), Kyle Harris - Vice-Chair (*Dewitt, MI*), Gerald Little (*Saginaw, MI*), Sheldon Matthews (*Spaulding Twp., MI*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Vanessa Guerra, Bonnie Kanicki, Christina Harrington, Josh Brown, Norm Bamberger, Suzy Koeplinger, Sue Arceo, Cindy Louchart

The Labor Relations Committee meeting was held via Zoom.

As the County Building is closed to the public except by appointment, the meeting was open remotely to allow participation during the public portion of the meeting.

- I. Call to order---**Michael Webster at 4:00 p.m.**
- II. Welcome-**Roll-call w/location was taken by the County Clerk**
- III. Correction/Approval of Minutes (*January 14, 2021 - Attached*)
---**Moved by Ruth, seconded by Little, to approve the January 14, 2021 Labor Relations minutes. Motion carried unanimously.**
---**Moved by Ruth, seconded by Matthews, to approve all prior Labor Relations minutes. Motion carried unanimously.**
- IV. Public Comment---**None**
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **2-16-12** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of January 2021 (*Receive & File*)
---**Moved by Matthews, seconded by Ruth, to receive and file. Motion carried.**
 2. **Bonnie Kanicki, Director, Animal Care & Control, re:**
 - **2-16-13** Requesting waiver of the hiring freeze to fill a vacant position of Kennel Technician (PT)
---**Moved by Harris, seconded by Ruth, to approve. Motion carried by unanimous roll-call vote.**
 3. **Christina Harrington, Health Director, Public Health, re:**
 - **2-16-14** Requesting waiver of the hiring freeze to fill the vacant position of Environmental Health Specialist I/II
---**Moved by Little, seconded by Ruth, to approve. Motion carried by unanimous roll-call vote. Ms. Harrington provided a brief review of the duties and funding source and indicated that funding is in the current budget.**

4. **Josh Brown, Director, Information Technology, re:**

- **2-16-15** Requesting a temporary, part-time PCN in the Information Technology department to assist in supporting the mainframe during the Mainframe Modernization initiative

---Moved by Ruth, seconded by Little, to approve. Motion carried by unanimous roll-call vote. Commissioner Ruth asked about funding for the position. Mr. Belleman provided a detailed explanation of the terms of the position and funding source for clarification.

VI. Miscellaneous---***Mr. Belleman/Ms. Broadfoot provided information and statistics on the results of the survey sent to county employees regarding interest in receiving the COVID-19 vaccine.***

VII. Adjournment---***Moved by Ruth, seconded by Harris, to adjourn. Motion carried; time being 4:22 p.m.***

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, March 8, 2021 at 4:00 p.m.

VIA ZOOM PER PA 254 of 2020 (MCL 15.263)

Present: Michael Webster – Chair (*Saginaw, MI*), Kyle Harris - Vice-Chair (*Dewitt, MI*), Gerald Little (*Saginaw, MI*), Sheldon Matthews (*Spaulding Twp., MI*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Jessica Sargent, Josh Brown, Vanessa Guerra, Undersheriff Miguel Gomez, Suzy Koeplinger, Cindy Louchart, Sue Arceo

The Labor Relations Committee meeting was held via Zoom.

As the County Building is closed to the public except by appointment, the meeting was open remotely to allow participation during the public portion of the meeting.

- I. Call to order---**Michael Webster at 4:00 p.m.**
- II. Welcome/Roll-Call---**Roll-call with location was taken by the County Clerk**
- III. Correction/Approval of Minutes (*February 8, 2021 - Attached*)
---**Moved by Harris, seconded by Ruth, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **3-16-20** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of February 2021 (*Receive & File*)
---**Moved by Harris, seconded by Little, to receive and file. Motion carried.**
 2. **Jessica Sargent, Director, Commission on Aging, re:**
 - **3-16-16** Requesting waiver of the hiring freeze to fill the position of Kitchen Assistant (PCN #238183)
---**Moved by Ruth, seconded by Little, to waive the hiring freeze and fill the position of Kitchen Assistant (PT) at Commission on Aging. Motion carried by unanimous roll-call vote. (Board Report)**
 3. **Josh Brown, Director, Information Technology, re:**
 - **3-16-17** Requesting blanket approval to allow for the re-engagement of retirees who are willing to assist with the Mainframe Modernization Project by providing support to departments when staff are attending vendor sessions
---**Moved by Ruth, seconded by Matthews, to allow approval for re-engagement of retirees for the next twelve (12) months to assist with the Mainframe Modernization Project and provide support to departments. Motion carried by unanimous roll-call vote. (Board Report)**
 4. **Miguel Gomez, Undersheriff, re:**
 - **3-16-18** Requesting waiver of the hiring freeze to fill the position of Deputy (PCN #207044)
---**Moved by Matthews, seconded by Ruth, to waive the hiring freeze and fill a Deputy position (PCN #207044). (Board Report)**

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Harris, seconded by Little, to adjourn. Motion carried; time being 4:25 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, April 12, 2021 at 4:00 p.m.

VIA ZOOM PER PA 267 of 1976 and

Local Emergency Declaration dated April 8, 2021

Present: Michael Webster–Chair (*Saginaw, MI*), Gerald Little (*Saginaw, MI*), Sheldon Matthews (*Jacksonville, FL*), Carl Ruth (*Saginaw, MI*)
Absent: Kyle Harris
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, John McColgan, Undersheriff Miguel Gomez, Vanessa Guerra, April Key, Susan Caister, Todd Borders, Brian Kennan-Lechel, Suzy Koeplinger, Cindy Louchart, Sue Arceo

The Labor Relations Committee meeting was held via Zoom.

As the County Building is closed to the public, this meeting is being held remotely pursuant to and consistent with PA 267 of 1976 and a Local Emergency Declaration dated April 8, 2021.

- I. Call to order---**Michael Webster at 4:00 p.m.**
- II. Welcome/Roll-Call w/location---**Roll-call with location by County Clerk**
- III. Correction/Approval of Minutes (*March 8, 2021*)
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **4-20-15** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of March 2021 (*Receive & File*)
---**Moved by Ruth, seconded by Little, to receive and file. Motion carried.**
 - **4-20-16** Submitting information on the expiration of County Policies #365 – COVID-19 Emergency Paid Sick Leave (EPSL) and #366 – Family Medical Leave Act (FMLA) Expansion and approval of new County Policy #367 – COVID-19 Sick Time Policy
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried by unanimous roll-call vote. (Board Report)**
 2. **Miguel Gomez, Undersheriff, re:**
 - **4-20-4** Requesting waiver of the hiring freeze to fill the vacant position of Records Clerk (PCN #207049) and vacant Jail Security position (PCN #101447)
---**Moved by Matthews, seconded by Ruth, to approve. The Records Clerk position is vacant due to promotion and has been vacant for 2 months. The Jail Security position has been vacant since the end of March with the employee unable to return to work from disability leave. Motion carried by unanimous roll-call vote. (Board Report)**

3. **Todd Borders, Administrator, 10th Circuit Court – Family Division, re:**

- **4-20-5** Requesting an extension of a temporary Personnel Control Number (PCN) for the position of School Truancy Coordinator retroactive from March 31, 2021 to May 31, 2021.

---Moved by Matthews, seconded by Ruth, to approve. It was anticipated that the temporary PCN would not be necessary after March 31, 2021, however development of the Delinquency Supervisor position was delayed due to the salary compensation study. With the posting of the Delinquency Supervisor position, it is anticipated the temporary PCN would be needed through the end of May 2021. Motion carried by unanimous roll-call vote. (Board Report)

4. **Susan Caister, Nutrition Program Manager, Commission on Aging, re:**

- **4-20-17** Requesting waiver of the hiring freeze to fill the vacant position of Senior Center Coordinator (PCN #238101)

---Moved by Ruth, seconded by Little, to approve. This is a key position vacated March 31st due to retirement. During COVID-19 the position was moved to the Eleanor Frank Center to oversee routes and assist where needed. Motion carried by unanimous roll-call vote. (Board Report)

5. **John McColgan Jr., Prosecutor, re:**

- **4-20-18** Requesting waiver of the hiring freeze to fill the position of Assistant Prosecutor (PCN #101240)

---Moved by Little, seconded by Matthews, to approve. Employee left to take an Assistant Prosecutor position in the Lansing area. The position is vital to the office and is in the budget. Motion carried by unanimous roll-call vote. (Board Report)

6. **Dave Gilbert, Civil/Labor Counsel, re:**

- **4-20-20** Submitting for approval three (3) Memorandums of Understanding (MOU) for Teamsters Local 214 (COA & Public Health), Teamsters Local 214 (Nurses), and UAW Local 455 – Unit 48 Managers, increasing the PTO limit from 700 hours up to 820 hours for Health Department employees who are dedicated to COVID-19 response, effective through September 30, 2021

---Moved by Matthews, seconded by Little, to approve. Motion carried by unanimous roll-call vote. (Board Report)

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Ruth, seconded by Little, to adjourn. Motion carried; time being 4:24 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, May 10, 2021 at 4:00 p.m.

VIA ZOOM PER PA 267 of 1976 / PA 228 of 2020 and

Local Emergency Declaration dated April 8, 2021

Present: Michael Webster – Chair (*Saginaw, MI*), Kyle Harris - Vice-Chair (*Dewitt, MI*), Gerald Little (*Saginaw, MI*), Sheldon Matthews (*Spaulding Twp., MI*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Dave Gilbert, Vanessa Guerra, Jennifer Broadfoot, John McColgan, Suzy Koeplinger, Cindy Louchart, Sue Arceo

The Labor Relations Committee meeting was held via Zoom.

As the County Building is closed to the public, this meeting was held remotely pursuant to and consistent with PA 267 of 1976 and a Local Emergency Declaration dated April 8, 2021.

- I. Call to order---**Webster at 4:00 p.m.**
- II. Welcome ---**Roll-call with location was taken by the county clerk**
- III. Correction/Approval of Minutes (*April 12, 2021 - Attached*)
---**Moved by Harris, seconded by Little, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **5-18-18** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of April 2021 (*Receive & File*)
---**Moved by Harris, seconded by Ruth, to receive and file. Motion carried.**
 2. **John McColgan, Jr., Prosecutor, re:**
 - **5-18-17** Requesting waiver of the hiring freeze to fill the vacant position of Office Assistant II (PCN #101253)
The position is vacant due to retirement. The position is vital to the operation of the office and is in the budget. Moved by Little, seconded by Matthews, to approve. Motion carried by unanimous roll-call vote. (Board Report)
 3. **Dave Gilbert, Civil/Labor Counsel, re:**
 - **5-18-19** Submitting for approval an Agreement to Rescind a Memorandum of Understanding with TPOAM
In September 2020, the County entered into a Memo of Understanding (MOU) to furlough 33 employees. Thirty-one (31) employees were reduced from 80 hours to 72 hours per pay period and two (2) employees were reduced from 80 hours to 40 hours per pay period. The MOU was to be in effect until September 30, 2021. At the April 20, 2021 meeting of the Board of Commissioners, commissioners approved additional funding to restore the positions to full-time. Mr. Gilbert went to the union and spoke with the courts and negotiated a deal to return the positions to full-time effective May 16, 2021 and rescind the original MOU. Moved by Matthews, seconded by Ruth, to approve. Motion carried by unanimous roll-call vote. (Board Report)

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Harris, seconded by Little, to adjourn. Motion carried; time being 4:08 p.m.**

Respectfully Submitted,

Michael Webster, Committee Chair

Vanessa Guerra, County Clerk

Suzy Koeplinger, Committee Clerk

MINUTES

SPECIAL LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Tuesday, May 18, 2021 at 4:00 p.m.

VIA ZOOM PER PA 267 of 1976 / PA 228 of 2020 and

Local Emergency Declaration dated April 8, 2021

Present: Michael Webster – Chair (*Saginaw, MI*), Kyle Harris - Vice-Chair (*St. Charles, MI*), Gerald Little (*Saginaw, MI*), Sheldon Matthews (*Spaulding Twp., MI*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Dave Gilbert, Vanessa Guerra, Koren Thurston, Jennifer Broadfoot, Brian Keenan-Lechel, Janet Swidorski, Norm Bamberger, Christopher Boyd, Suzy Koepplinger, Cindy Louchart, Sue Arceo

The Special Labor Relations Committee meeting was held via Zoom.

As the County Building is closed to the public, this meeting was held remotely pursuant to and consistent with PA 267 of 1976 and a Local Emergency Declaration dated April 8, 2021.

- I. Call to order---**Webster at 4:00 p.m.**
- II. Welcome---**Roll-call with location was taken by the County Clerk**
- III. Correction/Approval of Minutes (*None*)
- IV. Public Comment
 - ***Brian Keenan-Lechel spoke on the equitable implementation of Phases II and III of the Job Classification & Total Compensation Study, including consideration of seniority and retroactive pay.***
- V. Agenda
 1. **Robert Belleman, Controller/CAO, re:**
 - **5-18-21** Submitting information for discussion/approval to accelerate implementation of Phases II & III of the Job Classification & Total Compensation Study instead of the three year phase-in period approved by the Board in October 2020
---Moved by Matthews, seconded by Little, to approve. Motion carried by unanimous roll-call vote. (Board Report)
- VI. Miscellaneous---**Mr. Belleman:**

With regard to recognizing seniority brought up during public comment, when implementing Phases II and III of the Job Classification & Total Compensation Study, this would be inconsistent with what happened with Phase I and when the Board voted to implement Phases II and III over a three-year period. Concerning retroactive pay and the issue of fairness, everyone affected by the three-year implementation was placed at a step ensuring that placement did not put the employee below their current wage. Approx. \$178,000 would be the cost to cover retroactive pay.

Mr. Belleman clarified the recent conflicting information regarding COVID-19 protocols. The County is regulated by MIOSHA not the CDC guidelines and not the Governor's statements. Employees in Saginaw County Governmental buildings will continue to wear protective masks/face coverings in public spaces and where social distancing is not possible. Employees will continue to work from home (remotely) where possible. The date that remotely working employees will return to work will depend on MIOSHA updating/changing current guidelines in place.

Brief discussion on how much notice should be given to employees to return to work. Chairman Ruth suggested at least five (5) days.

VII. Adjournment---Moved by Harris, seconded by Ruth, to adjourn. Motion carried; time being 4:20 p.m.

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Tuesday, June 14, 2021 at 4:00 p.m.

VIA ZOOM PER PA 267 of 1976 / PA 228 of 2020 and

Local Emergency Declaration dated April 8, 2021

Present: Kyle Harris - Vice-Chair (*Joined the meeting at 4:12 p.m. from DeWitt, MI*), Gerald Little (*Saginaw, MI*), Sheldon Matthews (*Spaulding Twp., MI*), Carl Ruth (*Bridgeport, MI*)
Absent: Michael Webster - Chair
Others: Dave Gilbert, Jennifer Broadfoot, Vanessa Guerra, Kyle Bostwick, Undersheriff Mike Gomez, April Key, Bill Stanuszek, Brian Keenan-Lechel, Christina Harrington, Janet Swidorski, Jessica Sargent, Mary McLaughlin, Norm Bamberger, Tony DePelsMaeker, Suzy Koepplinger, Cindy Louchart, Sue Arceo

The Labor Relations Committee meeting was held via Zoom.

As the County Building is closed to the public, this meeting was held remotely pursuant to and consistent with PA 267 of 1976 and a Local Emergency Declaration dated April 8, 2021.

- I. Call to order---***Matthews at 4:00 p.m. (Harris arrived after roll-call)***
- II. Welcome---***Roll-call with location by the County Clerk***
- III. Correction/Approval of Minutes (*May 10, 2021 and May 18, 2021 Special – Attached*)
---***Moved by Ruth, seconded by Little, to approve. Motion carried.***
- IV. Public Comment---***None***
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **6-22-31** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of May 2021 (*Receive & File*)
---***Moved by Ruth, seconded by Little, to receive and file. Motion carried.***
 - **6-22-32** Recommending adoption of a the change to allow Education as a substitution for Experience in the hiring process, limiting the practice to clerical/technical and lower classified/entry level professional positions
--- ***Ms. Broadfoot provided a brief explanation of the changes proposed and why the change is necessary. Moved by Ruth, seconded by Little, to approve. Motion carried by unanimous roll-call vote. (Board Report)***
 2. **Undersheriff Miguel Gomez, re:**
 - **6-22-23** Requesting waiver of the hiring freeze to hire former Detective John Butcher for ten (10) hours per month as a liaison for the DEA and as a reference for drug cases; fill two (2) vacant deputy positions in the Law Enforcement Division; and fill a vacant jail security position
---***Moved by Ruth, seconded by Little, to waive the hiring freeze and hire former Detective John Butcher for ten (10) hours per month as a liaison for the DEA and as a reference for drug cases. Motion carried by unanimous roll-call vote. Motion carried. (Board Report)***

---Moved by Ruth, seconded by Little, to fill two (2) vacant deputy positions and a vacant jail security position. Motion carried by unanimous roll-call vote. (Board Report)

3. **Vanessa Guerra, County Clerk, re:**

- **6-22-24** Requesting waiver of the hiring freeze to fill the vacant position of Legal Clerk I in the Clerk's Office

---Ms. Guerra advised the funds are in the budget. Moved by Matthews, seconded by Ruth, to waive the hiring freeze. Motion carried by unanimous roll-call vote. (Board Report)

4. **Tony DePelsMaeker, Maintenance Director, re:**

- **6-22-28** Requesting waiver of the hiring freeze to fill the vacant position of Custodian (PCN #101303) at the Courthouse and Governmental Center

---Mr. DePelsMaeker explained that the position is vacant due to employee retirement. Moved by Little, seconded by Matthews, to waive the hiring freeze. Motion carried by unanimous roll-call vote. (Board Report)

5. **Christina Harrington, Health Director, re:**

- **6-22-33** Requesting waiver of the hiring freeze to fill the vacant positions of Health Specialist I, two (2) part-time Hearing Technicians, Office Assistant II, and WIC Supervisor

---Moved by Ruth, seconded by Matthews, to waive the hiring freeze and fill the vacant positions. Motion carried by unanimous roll-call vote. (Board Report)

6. **Brian Keenan-Lechel, Parks & Recreation Director, re:**

- **6-22-34** Requesting approval of back pay for three (3) Parks Department staff members previously placed in sub-steps to their original implementation date of 12/15/20, with additional consideration being given to the 76 total county employees previously placed in sub-steps for the same back pay authorization

---Moved by Ruth, seconded by Matthews, to table to the next meeting. Motion carried by unanimous roll-call vote.

7. **Jessica Sargent, Commission on Aging Director, re:**

- **6-22-35** Requesting approval to: (1) Waive the hiring freeze and establish a temporary PCN for Food Service Supervisor; (2) Increase two (2) Kitchen Assistant positions from part-time to full-time status and delete one (1) part-time Kitchen Assistant PCN; and (3) Create new PCN for Foster Grandparent Program Assistant and waive the hiring freeze for that position

---Moved by Matthews, seconded by Little, to waive the hiring freeze and establish a temporary PCN to post and fill the position of Food Service Supervisor prior to departure of the current supervisor until the last day of September 2021. Motion carried. Motion carried by unanimous roll-call vote. (Board Report)

---Moved by Ruth, seconded by Matthews, to increase two (2) Kitchen Assistant positions from part-time to full-time status, waive the hiring freeze for one (1) full-time position, and delete one (1) part-time position. Motion carried by unanimous roll-call vote. (Board Report)

--- Ms. Sargent explained that the grant allows for one full-time position and one part-time position; however, it is her intent to first fill the full-time position and return to the Board if it is determined necessary to add the part-time position after the program capacity and needs are determined. Moved by Matthews, seconded by Ruth, to create a new PCN and waive the hiring freeze for the Foster Grandparent Program Assistant position. Motion carried by unanimous roll-call vote. (Board Report)

VI. Miscellaneous---***Brian Keenan-Lechel was asked to give a brief synopsis of an incident that occurred last Wednesday (June 9, 2021) involving the theft of a Saginaw County Parks & Rec employee's personal vehicle and a County Parks & Rec truck stolen from the driveway of the employee. Both vehicles were ultimately recovered without incident or damage. No property was taken from the County Parks & Rec vehicle.***

VII. Adjournment---***Moved by Ruth, seconded by Matthews, to adjourn. Motion carried; time being 4:42 p.m.***

Respectfully Submitted,
Kyle Harris, Vice-Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, August 9, 2021 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Leah Puskar, Marcia Coughlin, Norm Bamberger, Brian Keenan-Lechel, Jennifer Broadfoot, Undersheriff Mike Gomez, Amy Deford, Jessica Sargent, Blair Stevenson, Christina Harrington, Kyle Bostwick, Tim Novak, Suzy Koepplinger, Cindy Louchart

- I. Call to order---**Webster at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (*June 14, 2021 Minutes - Attached*)
---**Moved by Harris, seconded by Little, to approve. Motion carried.**
- IV. Public Comment---**None**
 - *Speakers limited to 3 minutes*

V. Agenda

(Tabled from June 14, 2021 Labor Relations Committee meeting)

1. **Brian Keenan-Lechel, Parks & Recreation Director**, re:
 - **6-22-34** Requesting approval of back pay for three (3) Parks Department staff members previously placed in sub-steps to their original implementation date of 12/15/20, with additional consideration being given to the 76 total county employees previously placed in sub-steps for the same back pay authorization
---**No support for this request. No Action.**
2. **Jennifer Broadfoot, Personnel Director**, re:
 - **8-17-34** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the months of June & July 2021 (*Receive & File*)
---**Moved by Matthews, seconded by Little, to Receive & File. Motion carried.**
3. **Undersheriff Gomez**, re:
 - **8-17-31** Requesting waiver of the hiring freeze and approval to fill the vacant position of Records Manager (PCN #101328)
---**Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)**
4. **Amy Deford, Retirement/Benefits Administrator**, re:
 - **8-17-32** Requesting approval of two (2) MERS Plan Adoption Agreements for the Defined Benefit Plan and Defined Contribution Plan to separate the Great Lakes Bay Michigan Works! accounts for accuracy and convenience
---**Moved by Ruth, seconded by Harris, to approve. Motion carried by unanimous roll-call vote. (Board Report)**

- **8-17-33** Requesting certification of the Employee and Officer Delegates attending the 2021 Municipal Employee's Retirement System (MERS) Annual Meeting to be held at the Amway Grand in Grand Rapids, MI this year from October 7 - 8, 2021
---Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)
5. **Blair Stevenson, Assistant Prosecutor**, re:
- **8-17-37** Requesting waiver of the hiring freeze and approval to fill the vacant position of Chief Appellate Attorney (PCN #101245)
 - **8-17-38** Requesting waiver of the hiring freeze and approval to fill the position of Legal Specialist I – File Room Clerk (PCN #101258)
---Moved by Matthews, seconded by Ruth, to approve both requests 8-17-37 and 8-17-38. Motion carried. (Board Report)
6. **Timothy M. Novak, Treasurer**, re:
- **8-17-39** Requesting waiver of the hiring freeze and approval to fill the vacant position of Account Specialist II (PCN #101284)
---Moved by Little, seconded by Ruth, to approve. Motion carried. (Board Report)
7. **Suzy Koeplinger, Board Coordinator**, re:
- **8-17-42** Requesting waiver of the hiring freeze and approval to fill the position of Board Assistant (PCN #101018)
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)
8. **Kyle Bostwick, Deputy County Clerk**, re:
- **8-17-44** Requesting waiver of the hiring freeze and approval to fill three (3) Legal Specialist I positions, two (2) Legal Clerk I positions and a Records Coordinator I position, contingent upon approval of the FY 2022 Budget
---Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)
9. **Christina Harrington, Health Officer**, re:
- **8-17-45** Requesting waiver of the hiring freeze and approval to fill the vacant position of Environmental Health Specialist I/II (PCN #221030) and the vacant part-time position of Office Assistant II (PCN #221024)
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)
10. **Robert Belleman, Controller/CAO**, re:
- **8-17-35** Requesting approval to continue the hiring freeze for FY 2022 with exceptions for positions that are required by statute and the Courts
---Request withdrawn. Mr. Belleman stated that since the Board grants most waiver of the hiring freeze requests from departments, he is withdrawing his request.

VI. Miscellaneous---

- ***The Controller provided an update on COVID-19 and stated there is the possibility of going to "Appointment Only" at the courthouse again. He will be asking Executive Committee to allow him the flexibility to implement certain measures based on numbers.***
- ***The Chairman announced that a Union/Management Benefit Committee meeting was held this past Monday at 9:00 a.m. in the Board Room and only four (4) union representatives were in attendance. He conveyed his disappointment, as well as the disappointment of the Health & Benefits Specialists who attended the meeting with information for employees.***
- ***The Controller introduced Leah Puskar, Assistant Finance Director, who recently began working for Saginaw County.***

VII. Adjournment---***Moved to by Harris, seconded by Ruth, to adjourn. Motion carried; time being 4:58 p.m.***

Respectfully Submitted,
Michael Webster, Committee Chair
Suzy Koeplinger, Committee Clerk
Vanessa Guerra, County Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, September 13, 2021 at 4:00 p.m.

Present: Michael Webster - Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Absent: Kyle Harris – Vice Chair
Others: Robert Belleman, Dave Gilbert, Jennifer Broadfoot, Koren Thurston, Leah Puskar, Linda James, Norm Bamberger, Christina Harrington, Blair Stevenson, Crystal Escamilla, Kujanna Ray, Valerie Baker, Michelle Johnson, Raquel Belill, Sheila Danley, Judge Frank, Undersheriff Mike Gomez, Suzy Koeplinger, Cindy Louchart

I. Call to Order---**Webster at 4:00 p.m.**

II. Welcome

III. Correction/Approval of Minutes (**August 9, 2021 Minutes - Attached**)
---**Moved by Ruth, seconded by Little, to approve. Motion carried.**

IV. Public Comment ---**None**

- *Speakers limited to 3 minutes*

V. Agenda

1. **Jennifer Broadfoot, Personnel Director, re:**

- **9-21-18** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of August 2021 (*Receive & File*)
---**Moved by Ruth, seconded by Matthews, to Receive & File. Motion carried.**
- **9-21-19** Recommending re-establishment of County Policy #365 – Emergency Paid Sick Leave, due to an increase in COVID cases, the emergence of new variants, possible waning immunity from the vaccine, and to encourage sick employees to stay home
---**After discussion, committee agreed that 7.2 of Policy #365 should be deleted and other changes made as presented by Personnel Director. Moved by Ruth, seconded by Little, to approve. Motion carried. (Board Report)**

2. **Dave Gilbert, Civil Counsel/Labor Specialist, re:**

- **9-21-5** Requesting approval of a Memorandum of Understanding between Saginaw County, Saginaw County Trial Court, and the TPOAM union regarding District Court employees working out of classification
---**Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)**
- **9-21-24** Requesting approval of three (3) Memoranda of Understanding between Saginaw County and the Teamsters Local 214 representing Commission on Aging and Health Department; Teamsters Local 214 representing Public Health Nurses; and UAW Local 455 representing Managers at the Health Department to reflect an increase in the PTO limit from 700 to 820 through March 30, 2022
---**Moved by Matthews, seconded by Ruth, to approve. Motion carried. (Board Report)**

3. **Blair Stevenson, Assistant Prosecutor, re:**

- **9-21-20** Requesting waiver of the hiring freeze and approval to fill the position of Office Assistant II – Reception (PCN #101253) in the Prosecutor’s Office

- **9-21-21** Requesting waiver of the hiring freeze and approval to fill the position of Legal Clerk I – Victim’s Assistance Clerk (PCN #282487) in the Prosecutor’s Office
---Moved by Little, seconded by Ruth, to approve both requests. Motion carried. (Board Report)

4. **Christina Harrington, Health Officer, re:**

- **9-21-22** Requesting extension of the employment contracts with retirees Bethany Jacques, Computer and Data Analyst, and Mary Patnode, Public Health Nurse II, from October 1, 2021 – September 30, 2022
---Moved by Ruth, seconded by Little, to approve. Motion carried. (Board Report)

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Ruth, seconded by Matthews, to adjourn. Motion carried. Time being 4:28 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Suzy Koeplinger, Committee Clerk
Vanessa Guerra, County Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, October 11, 2021 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Sheldon Matthews, Carl Ruth
Absent: Gerald Little
Others: Vanessa Guerra, Dave Gilbert, Jennifer Broadfoot, Leah Puskar, Brian Wendling, Katie Kelly, John McColgan, Jennifer Booker, April Key, Todd Borders, Hon. Darnell Jackson, Jessica Sargent, Kristine Stockmeyer, Sue Bidwell, Suzy Koeplinger

- I. Call to Order---**Webster at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**September 13, 2021 Minutes - Attached**)
---**Moved by Harris, seconded by Ruth, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **10-19-14** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of September 2021 (*Receive & File*)
---**Moved by Ruth, seconded by Matthews, to receive and file. Motion carried.**
 2. **Todd Borders, Court Administrator, 10th Circuit Court – Family Division, re:**
 - **10-19-5** ~~Requesting acceptance of \$600,000 “Raise the Age” grant (Acct. #292) from the State of Michigan to fund all juvenile justice for 17-year old children~~ (**approved at Budget/Audit**) and add four (4) additional Youth Care Specialist (YCS) positions in Detention along with other related non-CCF reimbursable expenses
---**Moved by Ruth, seconded by Matthews, to approve adding four (4) additional YCS positions in Detention, with associated PCNs. Motion carried. (Board Report)**
 3. **Hon. Darnell Jackson, Chief Judge, 10th Circuit Court, re:**
 - **10-19-10** Requesting a temporary PCN to allow for training of a new Friend of the Court Director, due to the current Director leaving effective October 20, 2021
---**Moved by Matthews, seconded by Harris, to approve. Motion carried. (Board Report)**
 4. **Jessica Sargent, Director, Commission on Aging, re:**
 - **10-19-11** Requesting approval to amend the PCN Roster to reflect current responsibilities of the Care Management Coordinator (PCN #238237 @ 100% from Fund #67289)
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)**
 5. **Dave Gilbert, Civil Counsel/Labor Specialist, re:**
 - **10-19-15** Requesting approval of two (2) Memorandums of Understanding between Saginaw County and Teamsters Local 214 for the Health Department regarding hiring of Health Resource Advocates
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)**

6. **Closed Session, re:**

- Pursuant to MCL 15.268(c) of the Open Meetings Act, the committee will convene a Closed Session to discuss strategy connected with the negotiation of collective bargaining agreements

---Moved by Ruth, seconded by Matthews, to convene a Closed Session to discuss strategy connected with the negotiation of collective bargaining agreements. After unanimous roll-call, the committee went into closed session; time being 4:36 p.m. The committee returned to open session at 5:25 p.m. No action.

VI. Miscellaneous---***None***

VII. Adjournment---***Moved by Ruth, seconded by Matthews, to adjourn. Motion carried; time being 5:25 p.m.***

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Monday, November 8, 2021 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Vanessa Guerra, Undersheriff Mike Gomez, Amy Deford, Isaac Blackmon, Brian Keenan-Lechel, Mark Gaertner, Blair Stevenson, Jennifer Broadfoot, Janet Swidorski, Lt. Mark Przybylski, Hannah Olsen, Suzy Koeplinger, Cindy Louchart

I. Call to Order---**Webster at 4:00 p.m.**

II. Welcome – Roll Call

III. Correction/Approval of Minutes

---Moved by Matthews, seconded by Little, to approve the Oct. 11, 2021 LR Minutes. Motion carried.

IV. Public Comment

- **Brian Keenan-Lechel provided public comment regarding the proposed changes to the county's healthcare options. He stated the recommendation Labor Relations is considering today represents a significant commitment from your employees to consolidate healthcare plans to one manageable plan, one of the only tools available to the healthcare committee and employees to try and head off ballooning healthcare costs.**

Employee impacts include: Single - \$600 HSA contribution loss; Couple - \$1531.92 in premium increases + \$900 HSA contribution loss; Families - \$1088.40 in premium increases + \$900 HSA contribution loss.

He asked the committee to consider utilizing some of the multiple tools available to the committee and to the BOC to offset these significant increases and plan consolidations. Some tool examples shared include: Additional employee wages through wage or step increases, signing bonuses through the union negotiation process, and general fund contributions to employee HSA accounts. He additionally discussed ARPA funding possibilities including premium pay for employees and ARPA contributions for direct Covid healthcare costs and any other potential ARPA contributions. His final example was that a \$500 HSA contribution to each insured employee would total \$174,000.

V. Agenda

1. **Jennifer Broadfoot, Personnel Director, re:**

- **11-16-13** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of October 2021 (*Receive & File*)
---Moved by Ruth, seconded by Matthews, to receive and file. Motion carried.

2. **Blair Stevenson, Mark Gaertner, Prosecutor's, re:**

- **11-16-4** Submitting a Reorganization Plan that includes a shift in duties of the Chief Assistant, merging Assistant Prosecuting Attorney (APA) II and APA IV positions to create two (2) APA III positions, and expanding the Financial Investigator position to a new position of Director of Operations
---Moved by Ruth, seconded by Matthews, to approve, pending finalization of PAQs at Baker Tilly. Motion carried. (Board Report)

3. **Dave Gilbert, Civil Counsel/Labor Specialist, re:**

- **11-16-12** Requesting approval of a Memorandum of Understanding between Saginaw County and Teamsters Local 214 representing Public Health Nurses regarding the promotion of two employees from Public Health Nurse I to Public Health Nurse II
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)
- **11-16-16** Requesting approval of three (3) Memorandums of Understanding between Saginaw County and UAW Local 455 – Unit 48 representing Managers; Teamsters Local 214 representing Public Health Nurses; and Teamsters Local 214 representing COA and Health Department Employees regarding modification of the CBA to allow for \$100 gift cards for Public Health Thank You Day
---Moved by Little, seconded by Matthews, to approve. Motion carried. (Board Report)

4. **Robert V. Belleman, Controller/CAO, re:**

- **11-16-14** Requesting a temporary PCN to allow for training a new Retirement and Benefits Administrator, due to the pending retirement of Amy Deford effective December 10, 2021; further, appropriation of funding in an amount not to exceed \$10,722 from General Fund fund balance
---Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)
- **11-16-15** Requesting, on behalf of the Saginaw Wellness Action Team (S.W.A.T.) to offer all employees in a department four (4.0) hours of Paid Time Off (PTO) if 100% of their employees complete the Employee Engagement Survey
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)

5. **Isaac Blackmon, Operations Mgr., SCMAC – Union/Management Benefit Committee, re:**

- **11-16-17** Submitting its recommendation related to opt out of the Hard Cap provision in accordance with Public Act 152 of 2011 for the 2022 plan year, to offer a single high deductible plan using ARPA funds to offset premium share, and to eliminate the county's contribution to HSA accounts and use those funds to reduce claims
---Moved by Ruth, seconded by Little, to approve, including approval of Resolution "B" Exemption from the Requirements of Public Act 152 of 2011. Motion carried. (Board Report/Resolution "B")

VI. Miscellaneous

1. **Moved by Ruth, seconded by Little, for retroactive approval to close the County of Saginaw on November 12, 2021. Motion carried with a no vote recorded for Harris. (Board Report)**
2. **In lieu of the annual Board of Commissioners Holiday Gathering for county employees and out of concern for continued COVID-19 exposure, each employee will receive a ham. Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)**

VII. Adjournment---**Moved by Ruth, seconded by Harris, to adjourn. Motion carried. Time being 5:12 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Thursday, December 9, 2021 at 4:30 p.m.

Present: Michael Webster - Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Absent: Kyle Harris – Vice-Chair
Others: Robert Belleman, Vanessa Guerra, David Gilbert, Leah Puskar, Jennifer Broadfoot, Timothy Novak, Kyle Bostwick, Norm Bamberger, Zack Robinson, Cindy Louchart, Suzy Koepplinger, Hannah Olsen

- I. Call to Order---**Webster at 4:48 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes
---**Moved by Ruth, seconded by Little, to approve the November 8, 2021 LR Minutes. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **12-14-12** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of October 2021 (*Receive & File*)
---**Moved by Ruth, seconded by Matthews, to receive and file. Motion carried.**
 - **12-14-13** Submitting proposed changes to County Policy #343 – “Employee Insurance” and County Policy #346 – “Retirement” to reflect the healthcare changes recommended by the Union/Management Committee and approved by the Board of Commissioners in November 2021 for non-union employees
---**Moved by Ruth, seconded by Little, to adopt the proposed changes to County Policy #343 and #346. Motion carried.**
 - **12-14-14** Providing information for discussion on possible revisions to County Policy #325 – “Drug-Free Workplace.”
---**Moved by Ruth, seconded by Matthews, to approve revisions to County Policy #325 to add after the first sentence, “Candidate shall be allowed to reapply after 30 days from initial disqualification.” And eliminate the sentence immediately following that addition. Motion carried.**
 - **12-14-15** **PERSONNEL DIRECTOR** providing information on the Occupational Safety and Health Administration (OSHA) Emergency Temporary Standard related to requiring either COVID vaccination or testing for employers with 100 or more employees
---**No action.**
 2. **Timothy Novak, County Treasurer, re:**
 - **12-14-16** Requesting approval to establish a PCN and create a new position of Account Specialist II in the Treasurer’s Office dedicated to handling the Principal Residence Exemption program

---Moved by Ruth, seconded by Little, to approve the establishment of a PCN and the creation of a new position listed as Account Specialist II in the Treasurer's Office. Motion carried.

3. Dave Gilbert, Civil Counsel/Labor Specialist, re:

- **12-14-17** Submitting for approval a Memorandum of Understanding between Saginaw County and TPOAM regarding District Court employees working out of classification.

---Moved by Matthews, seconded by Ruth, to approve an MOU between Saginaw County and TPOAM regarding District Court employees working out of classification. Motion carried.

- **12-14-18** Submitting for approval two Memorandums of Understanding between Saginaw County and COAM (Sergeants)/POAM (Deputies) regarding the move to a high deductible health plan and opt out of PA 152

---Moved by Little, seconded by Ruth, to approve two (2) MOUs between Saginaw County and COAM (Sergeants)/POAM (Deputies) regarding the move to a high deductible health plan and opt out of PA 152. Motion carried.

4. Commissioner Boyd, re:

- Motion to adopt a Premium Pay Plan in accordance with 42 USC §802(c)(1)(B), commonly known as the American Recovery Plan Act (ARPA) *(Language provided at meeting)*

---Moved by Ruth, seconded by Matthews, to refer item to Budget/Audit. Motion carried.

- Motion to extend the date for the \$500 vaccination incentive payment

---No action. Motion was withdrawn.

VI. Miscellaneous---

- ***Ruth moved, seconded by Little, to amend policy 365 section 7.1 by adding "as long as the employee obtains a covid test within 5 days of exposure." Motion carried.***

VII. Adjournment---Moved by Ruth, seconded by Little, to adjourn. Motion carried; time being 5:46 p.m.

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk

SPECIAL MEETING MINUTES
LABOR RELATIONS COMMITTEE

111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Tuesday, December 14, 2021 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Sheldon Matthews, Carl Ruth
Absent: Gerald Little
Others: Robert Belleman, Vanessa Guerra, David Gilbert, Suzy Koeplinger, Kyle Bostwick

- I. Call to Order---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes---**None**
- IV. Public Comment---**None**
- V. Agenda

1. **Robert Belleman, Controller/CAO, re:**

Amendment of policies:

- 5.2) County Policy #325 “Drug-Free Workplace” to allow for reapplication after thirty (30) days of disqualification (*Attached*)
---Moved by Harris, seconded by Matthews, to amend County Policy #325 to allow for reapplication after thirty (30) days of disqualification. Motion carried. (Board Report)

- 5.6) County Policy #365 “COVID-19 Emergency Paid Sick Leave Act Policy” to add language related to testing (*Attached*)
---Moved by Harris, seconded by Ruth, to amend County Policy #365 to add language related to testing. Motion carried. (Board Report)

2. **Closed Session, re:**

- Pursuant to MCL 15.268(c) of the Open Meetings Act, the committee will convene a Closed Session to discuss strategy connected with the negotiation of collective bargaining agreements

[Documents will be provided and, if approved, Board Reports will be prepared and Distributed for approval with the December 14, 2021 Board Session Addendum]

---Moved by Matthews, seconded by Ruth, to convene a Closed Session to discuss strategy connected with the negotiation of collective bargaining agreements. After unanimous roll-call, the committee went into closed session; time being 4:08 p.m. The committee returned to open session at 4:20 p.m. Ruth moved, seconded by Matthews, to move eight (8) proposed collective bargaining agreements to the full board. Motion carried.

- VI. Miscellaneous
- VII. Adjournment---**Moved by Matthews, seconded by Ruth, to adjourn. Motion carried; time being 4:08 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koeplinger, Committee Clerk