

MINUTES

LABOR RELATIONS COMMITTEE

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

Thursday, January 13, 2022 at 4:30 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Vanessa Guerra, Dave Gilbert, Jennifer Broadfoot, Kyle Bostwick, Undersheriff Gomez, Koren Thurston, Suzy Koeplinger, Hannah Olsen

- I. Call to Order---**Webster at 4:45 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (**December 9, 2021 Minutes and December 14, 2021 Minutes - Attached**) ---**Moved by Ruth, seconded by Harris, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda
 1. **Approval of 2022 Committee and Board Session Calendar (Attached)**
---**Moved by Matthews, seconded by Harris, to approve. Motion carried.**
 2. **Jennifer Broadfoot, Personnel Director, re:**
 - **1-18-5** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of December 2021 (*Receive & File*)
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**
 - **1-18-6** Requesting approval of a wage increase for Non-Union Employees; further approval of changes to County Policy #341 – Paid Time Off (PTO) that eliminates the 700-hour cap on PTO accrual, and County Policy #342 – Holidays that adds Juneteenth as a County holiday
---**Moved by Little, seconded by Ruth, to approve. Motion carried. (Board Report)**
 - **1-18-7** ~~Submitting a new draft County Policy #376 – Vaccination, Testing, and Face Covering Policy and related information on the Occupational Safety and Health Administration (OSHA) Emergency Temporary Standard (ETS) related to requiring either COVID vaccination or testing for employers with 100 or more employees; further requesting permission to administratively modify the policy once OSHA ETS is implemented by MIOSHA; and further requesting discussion on the impact of this policy on the County’s COVID-19 Emergency Paid Sick Leave Policy~~
(Pulled at Committee due to Supreme Court Ruling)
 3. **Vanessa Guerra, County Clerk, re:**
 - **1-18-8** Requesting issuance of a temporary PCN for the position of Account Specialist III due to retirement and the need for training
---**Moved by Matthews, seconded by Ruth, to approve. Motion carried. (Board Report)**

4. **John A. McColgan, Jr., County Prosecutor, re:**

- **1-18-12** ~~Requesting elimination of the title of Chief Appellate Attorney and simply classify the position as an APA II to allow more flexibility with the position~~
(Approved at Courts and Public Safety Committee.)
- **1-18-14** ~~Requesting approval to reinstate a former employee, Melissa Hoover, in the Capital Case Trial Attorney position at her previous pay, having been absent less than three (3) months~~
(Pulled at committee. Other arrangements were made.)

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

- **1-18-11** Submitting for approval a Memorandum of Understanding with POAM – Assistant Prosecutors regarding wages for a newly created APA III position; and eleven (11) Memorandums of Understanding between Saginaw County and bargaining units regarding a \$500 payment to those 65 years of age and older, who are Medicare eligible, due to being ineligible for a pre-tax contribution to a Health Savings Account
---Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)

VI. Miscellaneous---**Commissioner Harris mentioned that it would make more sense to approve the County Clerk's request to bring Kathy Forsythe back under contract if needed now instead of having to bring the request back later. Moved by Harris, seconded by Ruth, to approve the use of a contract to bring Kathy Forsythe back after her retirement to assist in the transition if needed. Motion carried. (Added to Board Report and request from County Clerk 1-18-8)**

VII. Adjournment---**Moved by Ruth, seconded by Little, to adjourn. Motion carried; time being 5:04 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, January 18, 2022 at 4:00 p.m.

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

- 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. **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 January 18, 2022 Board Session Addendum]

---Moved by Little, 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 4:02 p.m. The committee returned to open session at 4:20 p.m. Matthews moved, seconded by Little, to adopt the recommendation of Civil Counsel and approve three (3) Collective Bargaining Agreements. Motion carried.

- VI. Miscellaneous---**None**
- VII. Adjournment---**Moved by Ruth, seconded by Little, 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 (Amended*)

LABOR RELATIONS COMMITTEE

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

Thursday, February 14, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Dave Gilbert, Jennifer Broadfoot, Undersheriff Gomez, Koren Thurston, Brian Wendling, William Stanuszek, Suzy Koeplinger, Hannah Olsen

- I. Call to Order---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*January 13, 2022 Minutes and January 18, 2022 Special Minutes - Attached*)
---**Moved by Harris, seconded by Ruth, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda

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

- **2-22-13** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of January 2022 (*Receive & File*)
---**Moved by Ruth, seconded by Harris, to Receive & File. Motion carried. (Receive & File)**

2. **William Federspiel, Sheriff Mike Gomez, Undersheriff, re:**

- **2-22-10** Requesting discussion on providing 90-day contracts to former Det. John Butcher and former Lt. Randy Pfau
---**Request for contract with former Lt. Randy Pfau pulled, as he is no longer with the Medical Examiner's Office.**
---**Moved by Matthews, seconded by Harris, to approve of 90-day contract with former Detective John Butcher. Motion carried. (Board Report)**

3. **Brian Wendling, Public Works Commissioner, re:**

- **2-22-11** Requesting approval to amend its PCN Roster as to the Assistant Engineer (Removing 50% from the 278-Drain Account so 100% of the PCN is charged to the 641-Soil Erosion Account) and the Deputy Engineer (Removing 30% from the 641-Soil Erosion Account and charging it to the 278-Drain Account)
---**Moved by Ruth, seconded by Little, to approve. Motion carried by the following roll-call vote:**
Yes – Ruth, Matthews, Little, Harris, Ruth – 5; No – 0; (Board Report)

4. **William Stanuszek, Director, Mosquito Abatement Commission, re:**

- **2-22-14** Requesting approval to establish a temporary PCN and appropriation of \$2,500 from Mosquito Control fund balance to allow for training a new Office Manager due to retirement
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)**

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

- **2-22-12** Requesting approval of a Memorandum of Understanding between Saginaw County and the Saginaw County Trial Court regarding exemption from some County Policies
---Moved by Little, seconded by Matthews, to approve. Motion carried. (Board Report)

- **2-22-15** Requesting approval of Memorandums of Understanding between Saginaw County and thirteen (13) bargaining units regarding the Coronavirus Premium Pay Plan
***---Moved by Ruth, seconded by Little, to approve. Motion carried by the following roll-call vote:
Yes – Ruth, Matthews, Little, Webster – 4; No – Harris – 1; (Board Report)***

VI. Miscellaneous

- **Tammy Theisen, Health Department (Communication 2-22-16)** – ***Ms. Theisen presented to the committee the Health Department’s request to enter into a contract with retiree Margaret Drayton beginning March 1, 2022 and ending September 30, 2022. Ms. Theisen explained that it would not cost the Health Department any extra money as Ms. Drayton’s contract would be covered with COVID-19 grant dollars.
---Moved by Matthews, seconded by Ruth, to approve *a 90-day contract per County Policy. Motion carried. (Board Report)***

VII. Adjournment---***Moved by Harris, seconded by Ruth, to adjourn. Motion carried; time being 4:30 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, February 22, 2022 at 4:30 p.m.

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

- I. Call to Order---**Harris at 4:30 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes---**None**
- IV. Public Comment---**None**
- V. Agenda

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

- **2-22-19** Requesting approval of two (2) Memorandums of Understanding between Saginaw County and Teamsters, TPOAM and UAW regarding employee bargaining unit changes---**Moved by Ruth, seconded by Matthews, to approve. 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 February 22, 2022 Board Session Addendum]

---Moved by Matthews, supported by Little, to convene a Closed Session to discuss strategy connected with the negotiation of a Collective Bargaining Agreement. After unanimous roll-call, the committee went into closed session; time being 4:36 p.m. The committee returned to open session at 4:44 p.m. Ruth moved, seconded by Little, to adopt the recommendation of Civil Counsel and approve one (1) Collective Bargaining Agreement. Motion carried.

- VI. Miscellaneous---**None**
- VII. Adjournment---**Moved by Matthews, seconded by Ruth, to adjourn. Motion carried; time being 4:46 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 14, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Jennifer Broadfoot, Patricia Johnson, Kyle Bostwick, Jessica Sargent, Willie Haynes, Suzy Koeplinger, Hannah Olsen, and others

- I. Call to Order---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (**February 14, 2022 Regular Meeting Minutes and February 22, 2022 Special Meeting Minutes - Attached**)
---Harris moved, seconded by Matthews, to approve. Motion carried.
- IV. Public Comment
 - **Speakers limited to 3 minutes**
---Willie Haynes spoke regarding veterans benefits and asked that Saginaw County pursue funding that is available, either through grants or COVID-related dollars that may be available. In addition, asked that Saginaw County work on communicating to veterans any benefits that may be available. Discussion was held regarding the YMCA, SCCMHA, and MSUE programs.
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **3-22-25** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of February 2022 (**Receive & File**)
---Moved by Ruth, seconded by Matthews, to Receive & File. Motion carried. (Receive & File)
 2. **Patricia Johnson, Retirement/Benefits Administrator, re:**
 - **3-22-23** Requesting approval to extend a current contract with Amy Deford, retired Benefits Administrator from March 14, 2022 – June 10, 2022 to provide critical consulting and training services
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)
 3. **Suzy Koeplinger, Board Coordinator, re:**
 - **3-22-24** Requesting authorization of a temporary Personnel Control Number (PCN) to allow for training a successful applicant to the Board Assistant (Office Assistant II) position that will be vacant on April 15, 2022 due to resignation
---Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)
 4. **Jessica Sargent, Commission on Aging Director, re:**
 - ~~**3-22-26** Requesting approval to extend the Professional Services Agreement with Beverly Yanca, Activities/Volunteer Coordinator, who retired in December 2021, an additional sixty (60) days through May 31, 2022~~
---Pulled at committee. No action.

- **3-22-27** Requesting approval to change the Foster Grandparent Program Assistant Personnel Control Number (PCN #238009) from part-time to full-time status with minimal cost of approximately \$11,000 to the agency
---Moved by Matthews, seconded by Ruth, to approve. Motion carried. (Board Report)

VI. Miscellaneous---**None**

VII. Adjournment---**Harris moved, seconded by Matthews, to adjourn. Motion carried; time being 4:39 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, April 11, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Jennifer Broadfoot, Christina Harrington, Susan Caister, April Key, Jaime Ceja, Suzy Koepplinger, Hannah Olsen, and others

- I. Call to Order---**Webster at 4:0 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (**March 14, 2022 Meeting Minutes - Attached**)
---**Moved by Ruth, seconded by Harris, to approve. Motion carried.**
- IV. Public Comment---**None**
 - *Speakers limited to 3 minutes*
- V. Agenda

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

- **4-19-16** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of March 2022 (*Receive & File*)
---**Moved by Ruth, seconded by Matthews, to receive & file. Motion carried. (Receive & File)**
- **4-19-17** Submitting a proposed, new County Policy titled “Office Relationships” that sets guidelines concerning close personal relationships between County employees and establishes reporting requirements, factors to be considered by those evaluating the relationship, and details possible steps to mitigate any actual or potential consequences
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried by the following roll-call vote: Yes – Ruth, Matthews, Little, Harris, Webster – 5 (Board Report)**

2. **Christina Harrington, MPH, Health Officer, re:**

- **4-19-12** Requesting approval to change PCN #221118 (Vacant) from an Office Assistant II (T7) to a Health Technician (T9) as part of a reorganization of clinical services for the Health Department’s Personal Health Center
---**Moved by Ruth, seconded by Little, to approve. Motion carried. (Board Report)**

3. **Jessica Sargent Susan Caister, Commission on Aging Director, re:**

- **4-19-14** Requesting approval to create a temporary PCN to hire and train a new part-time Caseworker
---**Moved by Harris, seconded by Ruth, to approve. Motion carried. (Board Report)**

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

- **4-19-18** Requesting approval of a Memorandum of Understanding between Saginaw County and UAW Local 455 – Unit 48 Managers regarding the Assistant Director of Nursing at the Health Department
---Moved by Ruth, seconded by Little, to approve. Motion carried by the following roll-call vote: Yes – Ruth, Matthews, Little, Harris, Webster – 5 (Board Report)

5. **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 Harris, to enter Closed Session for the purpose noted above. Motion carried by unanimous roll-call vote with the time being 4:28 p.m.

---Open session resumed at 4:39 p.m.

---Moved by Little, seconded by Ruth, to approve the recommendations of Labor Counsel regarding proposed Collective Bargaining Agreements with Teamsters Local 214 COA/Public Health and Teamsters Local 214 Public Health Nurses. Motion carried by the following roll-call vote: Yes – Ruth, Matthews, Little, Webster – 4; No – Harris – 1 (Board Report)

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

VII. Adjournment---***Moved by Ruth, seconded by Harris, to adjourn. Motion carried; time being 4:39 p.m.***

Respectfully Submitted,
Michael Webster, Committee Chair
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, May 9, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Absent: Kyle Harris- Vice Chair
Others: Dave Gilbert, Jennifer Broadfoot, Suzy Koeplinger, Marissa Sawdon, Kyle Bostwick, April Key, Blair Stevenson, Jessica Sargent

- I. Call to Order---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*April 11, 2022 Meeting Minutes*)
---**Moved by Little, seconded by Matthews, to approve. Motion carried.**
- IV. Public Comment---**None**
 - *Speakers limited to 3 minutes*
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **5-17-15** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of April 2022 (*Receive & File*)
---**Moved by Ruth, seconded by Little, to receive & file. Motion carried. (Receive & File)**
 2. **Jessica Sargent, Commission on Aging Director, re:**
 - **5-17-12** Requesting an exception to County Policy 346 “Retirement” to allow for temporary re-employment of retired Saginaw County employees to fill on-call positions that are critical to provide direct services to older adults in Saginaw County
---**Moved by Ruth, seconded by Matthews, to create a Pilot Program consisting of a pool of up to 7 Saginaw County retirees to fill essential driver and dispatch positions, and for the program to be evaluated in 6 months. (Board Report)**
 3. **John A. McColgan Jr., Blair Stevenson, Chief Assistant Prosecutor, re:**
 - **5-17-13** Requesting creation of a temporary PCN to allow for training a Legal Clerk II position due to retirement
---**Moved by Ruth, seconded by Matthews, to approve the position, effective May 16, 2022 through June 10, 2022. Motion carried. (Board Report)**

(*Referred back to committee from April 19, 2022 Board Session*)
 4. **Dave Gilbert, Civil Counsel/Labor Specialist, re:**
 - **5-17-16** Submitting a revised, new County Policy titled “Office Relationships” that sets guidelines concerning close personal relationships between County employees and establishes reporting requirements, factors to be considered by those evaluating the relationship, and details possible steps to mitigate any actual or potential consequences

---Moved by Ruth, seconded by Matthews, to approve and amend the language in 7.1 of the policy to be more specific. Civil Counsel will make the amendment and distribute to all commissioners. Motion carried. (Board Report)

5. 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 enter Closed Session for the purpose noted above. Motion carried by unanimous roll-call vote with the time being 4:34 p.m.

---Open session resumed at 4:46

---Moved by Ruth, seconded by Little, to affirm the recommendations of Civil Counsel related to negotiations with COAM and POAM. Motion carried. (No further action)

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Little, seconded by Matthews, to adjourn. Motion carried; time @ 4:48 p.m.**

Respectfully Submitted,

Michael Webster, Committee Chair

Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, June 13, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Absent: Kyle Harris – Vice-Chair
Others: Vanessa Guerra, Robert Belleman, Dave Gilbert, Jennifer Broadfoot, Patricia Johnson, Koren Thurston, Suzy Koepplinger, Marissa Sawdon

- I. Call to Order ---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*May 9, 2022 Meeting Minutes - Attached*)
---**Moved by Little, supported by Matthews, to approve. Motion carried.**
- IV. Public Comment ---**None**
 - *Speakers limited to 3 minutes*
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **6-21-14** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of May 2022 (*Receive & File*)
---**Moved by Ruth, seconded by Little, to receive and file. Motion carried.**
(Receive & File)
 2. **Patricia Johnson, Retirement/Benefits Administrator, re:**
 - **6-21-13** Requesting approval to extend a current contract with Amy Deford, retired Benefits Administrator from June 11, 2022 – Sept. 10, 2022 to provide critical consulting and training services with the conversion to the Tyler/Munis Payroll and Benefits system
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**
(Board Report)
 3. **Vanessa Guerra, County Clerk, re:**
 - **6-21-16** Requesting to transition five (5) Legal Clerk I positions to five (5) Legal Specialist I positions within the County Clerk’s Office
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**
(Board Report)
 4. **ELECTED OFFICIALS, re:**
 - **6-21-17** Requesting a change to County Policy #335 Compensation regarding setting compensation of the county-wide elected officials (Clerk, Prosecutor, Public Works Commissioner, Register of Deeds, Sheriff and Treasurer) by establishing a future separation of not less than 15% between the elected position and the highest pay grade within that office

---In the absence of any other elected officials, the County Clerk presented and advised she is not in favor of the request. Discussion was held regarding the two schools of thought behind this issue. (1) Supervisors should make more than their employees and (2) Qualifications should determine an individual's pay.

---*Moved by Matthews, seconded by Ruth, to approve. Motion carried by the following roll-call vote:*

Yes – Matthews, Ruth, Little - 3; No – Webster - 1; Absent – Harris - 1
(Board Report)

- VI. Miscellaneous ---**Mr. Belleman stated that when looking into the policy change it was brought to his attention that there is a wage gap between male and female elected officials that should be addressed. It was suggested that a Baker Tilly study be done.**
- VII. Adjournment ---***Moved by Ruth, seconded by Little, to adjourn. Motion carried; time being 4:30 p.m.***

Respectfully Submitted,
Michael Webster, Committee Chair
Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, August 8, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Robert Belleman, Vanessa Guerra, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Kyle Bostwick, Judge McGraw, Jessica Sargent, Tim Novak, Brian Wendling, Katie Kelly, Judge Fichtner, Linda James, Judge Frank, Judge Jurrens, Marissa Sawdon, Suzy Koepplinger

- I. Call to Order ---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*June 13, 2022 Meeting Minutes - Attached*)
---**Moved by Matthews, seconded by Little, to approve. Motion carried.**
- IV. Public Comment ---**None**
 - *Speakers limited to 3 minutes*
- V. Agenda

Returned to Labor Relations Committee from June 21, 2022 Board Session

1. **ELECTED OFFICIALS, re:**

- **6-21-17** Requesting a change to County Policy #335 Compensation regarding setting compensation of the county-wide elected officials (Clerk, Prosecutor, Public Works Commissioner, Register of Deeds, Sheriff and Treasurer) by establishing a future separation of not less than 15% between the elected position and the highest pay grade within that office
Discussion was held regarding the Baker Tilly Compensation Study. Mr. Belleman explained the statistics compared to other counties and explained that implementing this policy would require salary budgets to be adjusted when the time comes for elected officials to get raises.
---**Moved by Ruth, seconded by Little, to approve. Motion carried by the following roll-call vote: Yes – Webster, Matthews, Little, Ruth – 4; No – Harris -1 (Board Report)**

2. **Hon. Patrick McGraw, Saginaw County Probate Court, re:**

- **8-16-25** Requesting to reclassify three (3) Deputy Registers from their position as a T08 to a Legal Clerk II/Deputy Register at T11 within Probate Court
Discussion was held regarding the Baker Tilly Compensation Study and the tier system. Judge McGraw spoke about the training and experience the office has lost with recent retirees.
---**Moved by Ruth, seconded by Matthews, to approve. Motion failed by unanimous roll call vote. (No Action)**

3. **Hon. Darnell Jackson, Judge Fichtner, et al., Saginaw County Trial Courts, re:**

- **8-16-26** Requesting to reclassify five (5) District Court Clerks/Judicial Assistants from their current classification as a T07 – Legal Clerk I (as compensated pursuant to MOU and CBA) to a T13 – Judicial Assistant

Discussion was held regarding the Baker Tilly Compensation Study and the tier system that was set in place. Mr. Belleman spoke with the Judges about the CBA with the union and the reasoning behind the MOU.

---Moved by Ruth, seconded by Matthews, to approve. Motion failed by unanimous roll call vote. (No Action)

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

- **8-16-28** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the months of June & July 2022
---Moved by Ruth, seconded by Little, to receive & file. Motion carried. (Receive & File)
- **8-16-29** Submitting proposed changes to Personnel Policy #322 – Discrimination and Sexual Harassment Policy to reflect the latest Equal Employment Opportunity Commission (EEOC) and Michigan Department of Civil Rights (MDCR) guidance on sexual harassment and unlawful discrimination and recent legal cases
---Moved by Ruth, seconded by Harris, to approve. Motion carried. (Board Report)

5. **Dave Gilbert, County Civil/Labor Counsel, re:**

- **8-16-24** Submitting a Memorandum of Understanding regarding the employment of ten (10) contract/temporary workers in the Saginaw County Clerk’s Office
---Moved by Harris, seconded by Ruth, to approve. Motion carried. (Board Report)
- **8-16-30** Submitting a Memorandum of Understanding regarding a voluntary four (4) day work week for employees of the County Clerk’s Office
---Moved by Matthews, seconded by Harris, to approve. Motion carried. (Board Report)
- ~~**8-16-31** Submitting changes to County Policy #361 – Disability Leave that would provide benefit eligible employees with protection against income loss as a result of a covered injury, sickness, or pregnancy. (Pulled from Agenda)~~

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

- **8-16-32** Requesting appointment of a Deputy Medical Examiner pursuant to State Statute to act in the place of the Chief Medical Examiner if on leave or vacation
---Moved by Harris, seconded by Ruth, to approve the appointment of a Deputy Medical Examiner through the end of 2022. Motion carried. (Board Report)

VI. Miscellaneous

---Commissioner Matthews announced the book bag and school supplies giveaway event hosted by the Sheriff’s department coming up on Sunday, August 21, 2022 from 2:00 p.m. – 4:00 p.m.

VII. Adjournment

---Moved by Harris, seconded by Matthews, to adjourn. Motion carried; time being 5:50 p.m.

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

MINUTES
SPECIAL MEETING
LABOR RELATIONS COMMITTEE

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

Tuesday, August 16, 2022 at 4:30 p.m.

Present: Michael Webster - Chair, Kyle Harris - Vice-Chair, Carl Ruth
Absent: Gerald Little, Sheldon Matthews
Others: Robert Belleman, Vanessa Guerra, Dave Gilbert, Jennifer Broadfoot, Patricia Johnson, Denny Harris, Ray Ogden, Marissa Sawdon, Suzy Koepplinger

- I. Call to Order ---**Webster at 4:30 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*None*)
- IV. Public Comment ---**None**
 - *Speakers limited to 3 minutes*
- V. Agenda

1. **Patricia Johnson, Retirement Administrator, re:**

- **8-16-31** Requesting certification of the Employee and Officer Delegates attending the 2022 Municipal Employees' Retirement System (MERS) Annual Meeting to be held at the Grand Traverse Resort in Acme Township, MI this year from September 26 - 27, 2022
---Moved by Harris, seconded by Ruth, to approve. Motion carried.
(Board Report 5.6 added to Addendum)

- VI. Miscellaneous ---**None**
- VII. Adjournment ---**Moved by Harris, seconded by Ruth, to adjourn. Motion carried; time being 4:34 p.m.**

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

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, September 12, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Sheldon Matthews, Carl Ruth
Absent: Kyle Harris - Vice-Chair, Gerald Little
Others: Robert Belleman, Vanessa Guerra, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Patricia Johnson, Christina Harrington, April Key, Linda James, Marissa Sawdon, Suzy Koepplinger

- I. Call to Order ---**Webster at 4:00**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*8/8/22 Meeting Minutes and 8/16/22 Special Meeting Minutes - Attached*)
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**
- IV. Public Comment ---**None**
 - *Speakers limited to 3 minutes*
- V. Agenda
 1. **Jennifer Broadfoot, Personnel Director, re:**
 - **9-27-30** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of August 2022 (*Receive & File*)
---**Moved by Ruth, seconded by Matthews, to receive & file. Motion carried. (Receive & File)**
 2. **Patricia Johnson, Retirement/Benefits Administrator, re:**
 - **9-27-26** Requesting approval to extend a current contract with Amy Deford, retired Benefits Administrator from September 10, 2022 – December 10, 2022 to provide critical consulting and training services with the conversion to the Tyler/Munis Payroll and Benefits system
---**Moved by Ruth, seconded by Matthews, to approve and amend the request to extend the contract to the end of the year, December 31, 2022. Motion Carried. (Board Report)**
 3. **Christina Harrington, MPH, Health Officer, re:**
 - **9-27-31** Requesting (1) to extend contracts with retirees Bethany Jacques, Mary Patnode, and Margaret Drayton beginning October 1, 2022 – September 30, 2023; (2) to change PCN Roster to reduce PCN #221057 currently 100% in 22160112 to 50% and move remaining 50% to 22160136; (3) to add a new PCN – 50% in 22160112 and 50% to 22160136; and (4) to combine PCN #221074 (.5 FTE – Hearing Technician) and PCN #221075 (.5 FTE – Hearing Technician) into a FT position
---**Moved by Ruth, seconded by Matthews, to approve request one (1) to extend the contracts with retirees. Motion carried.**
---**Moved by Ruth, seconded by Matthews, to approve requests two (2) and three (3) to change and add a new PCN. Motion carried.**
---**Moved by Matthews, seconded by Ruth, to approve request four (4) to combine two PCNs and create a FT position. Motion carried. (Board Report)**

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

- **9-27-33** Requesting approval of three (3) Memorandums of Understanding: with TPOAM regarding transfer of an employee, and UAW Local 455 Unit 49 (Paraprofessionals) and Unit 50 (Professionals) regarding an increase in employee contributions to the Health Care Savings Program
---Moved by Matthews, seconded by Ruth, to approve the three (3) MOUs. Motion carried. (Board Report)

5. **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 enter Closed Session for the purpose noted above. Motion carried by unanimous roll-call vote with the time being 4:37 p.m.

---Open session resumed at 4:52 p.m. and there was no action.

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

VII. Adjournment ***---Moved by Ruth, seconded by Webster, to adjourn. Motion carried; time 4:52 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, October 10, 2022 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, Jennifer Broadfoot, Tracy Metcalfe, Tim Novak, Susan Caister, Tarsha Works, Marissa Sawdon, Suzy Koepplinger

- I. Call to Order ---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*September 12, 2022 Meeting 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:**

- **10-18-9** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of September 2022
---**Moved by Harris, seconded by Matthews, to receive and file. Motion carried. (Receive & File)**

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

- **10-18-10** Requesting new PCN for part-time caseworker position for a two-year term (October 2022 – September 2023) to be funded through ARPA funding through the Older Americans Act, Title III-B, Case Management service category
---**Moved by Ruth, seconded by Little, to approve. Motion carried. (Board Report)**
- **10-18-11** Requesting a Professional Services Agreement with Vera Haller to assist with critical department functions, such as transportation supervision, grant reporting, and bi-weekly payroll in the Tyler/Munis program for a period of ninety (90) days
--**Moved by Ruth, seconded by Little, to approve. Motion carried. (Board Report)**

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

(Referral from the September 13, 2022 Committee of the Whole)

- **10-18-13** Submitting amended language to Policy #335, pursuant to discussion at the September 13, 2022 Committee of the Whole
---**Discussion was held regarding the language in the proposed policy and what would trigger a pay raise and how long it would take to reach a 15% wage gap.**

---**Moved by Ruth, seconded by Little, to approve the policy with clarified language from civil counsel regarding the process of moving wages closer to a 15% gap between elected officials and their Chief Deputy. Motion carried by the following roll call vote:**

Yes: Ruth, Matthews, Little, Webster - 4

No: Harris - 1

Total: - 5

(Board Report)

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

- **10-18-12** Submitting an update on the Saginaw Wellness Action Team (SWAT) with committee members providing information to the committee
---Tracy Metcalfe, Health Department, and Marissa Sawdon, Board Office, presented information via PowerPoint to the committee. Moved by Matthews, seconded by Harris, to receive and file. Motion carried. (Receive & File)

VI. Miscellaneous ---**None**

VII. Adjournment ---**Moved by Harris, seconded by Ruth, to adjourn. Motion carried; time being 4:53 p.m.**

Respectfully Submitted,

Michael Webster, Committee Chair

Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, November 14, 2022 at 4:00 p.m.

Present: Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth

Absent: Michael Webster - Chair

Others: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Jaime Ceja, Undersheriff Gomez, Jessica Sargent, Christina Harrington, Kristen Wenzel, Denny Harris, Patty Johnson, Lee R Peterson, Norm Bamberger, Tom Heidger, Sean Roberts, Bill Stanuszek, Suzy Koeplinger, Marissa Sawdon, and Mary Williams

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

II. Welcome – Roll Call

III. Correction/Approval of Minutes (**October 10, 2022 Minutes - Attached**)
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**

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

- *Speakers limited to 3 minutes*

V. Agenda

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

- **11-22-15** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of September 2022
---**Moved by Matthews, seconded by Little, to receive and file. Motion carried. (Receive & File)**
- **11-22-22** Requesting approval of a Resolution exempting Saginaw County from the requirements of Public Act 152 of 2022, known as the Publicly Funded Health Insurance Contributions Act
---**Moved by Matthews, seconded by Little, to approve. Motion carried. (Res. 2022-16)**
- ~~**11-22-25** Submitting a proposed Hiring Recruitment/Retention Incentive Program for Public Health Nurses at the Health Department, with funding awarded through the Michigan Department of Health & Human Services as a COVID workforce supplemental grant
---**Moved by Little, seconded by Matthews, to pull item from agenda due to continued negotiations. Motion carried. (Pulled)**~~

2. **Undersheriff Gomez, Sheriff's Office, re:**

- **11-22-16** Requesting the addition of a PCN for a Secondary Road Patrol position, due to an increase in funding from the State of Michigan
---**Moved by Matthews, seconded by Ruth, to approve. Motion carried. (Board Report)**

3. **Jessica Sargent, Commission on Aging Director, re:**
 - **11-22-17** Requesting a temporary PCN for an Office Assistant II position in order to onboard and train
---Moved by Ruth, seconded by Little, to approve. Motion carried. (Board Report)

4. **Chris Harrington, Health Officer, Health Department, re:**
 - **11-22-18** Requesting the addition of a new PCN to create a Public Health Nurse position with the Personal and Preventive Health Services Division to cover infant death review coordination, childhood lead poisoning, and children’s special health care services
---Moved by Matthews, seconded by Little, to approve. Motion carried. (Board Report)

5. **Kristen Wenzel, COO of Great Lakes Bay Michigan Works!, re:**
 - **11-22-26** Requesting approval of the recommendation from the GLBMW! Board to appoint Kristen Wenzel as Interim CEO, with a salary increase retroactive to September 19, 2022
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)

6. **Dave Gilbert, Civil Counsel/Labor Specialist, re:**
 - **11-22-21** Submitting changes to County Policy #361 – “Disability” to include language related to injury, illness, or mental illness; further, submitting Memorandums of Understanding (MOUs) with fourteen (14) of the county’s sixteen (16) unions regarding same
---Moved by Ruth, seconded by Matthews, to approve. Motion carried. (Board Report)

 - **11-22-24** Submitting for approval Memorandums of Understanding (MOUs) with twelve (12) of the county’s sixteen (16) unions regarding the County’s one-time contribution to the healthcare fund
---Moved by Little, seconded by Ruth, to approve. Motion carried. (Board Report)

7. **Robert V. Belleman, Controller/CAO, re:**
 - **11-22-19** Requesting creation of a fulltime Office Manager position for the Medical Examiner’s Office to perform day-to-day operations including hiring, training, scheduling of investigators, along with contracted transportation services and other duties and responsibilities
---Moved by Matthews, seconded by Ruth, to approve. Motion carried. (Board Report)

 - **11-22-20** Submitting for approval changes to County Policy #353 – “Wellness Activity Reimbursement” to expand the eligible activities to include physical and mental health programs, facilities or activities designed to improve an employee’s or retiree’s overall physical and mental wellness
---Moved by Little, seconded by Matthews, to approve. Motion carried. (Board Report)

8. Norm Bamberger/Lee Ann Peterson/Tom Heidger, mymember Insurance Agency, and Sean Roberts, ASR-HAP Representative, re:

▪ *Referral from October 18, 2022 Board Session*

Discussion of increase in employee healthcare rates

---Lee, Tom & Sean presented information on enrollment and claims.

(On file in the Board Office)

---Moved by Ruth, seconded by Matthews, to receive and file. Motion carried.

(Receive & File)

VI. Miscellaneous ---**None**

VII. Adjournment ---**Moved by Little, seconded by Ruth, to adjourn. Motion carried; time being 4:45 p.m.**

Respectfully Submitted,

Kyle Harris, Committee Vice-Chair

Suzy Koeplinger, Committee Clerk

MINUTES

LABOR RELATIONS COMMITTEE

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

Monday, December 12, 2022 at 4:00 p.m.

Present: Michael Webster - Chair, Sheldon Matthews, Carl Ruth
Absent: Kyle Harris - Vice-Chair, Gerald Little
Others: Robert Belleman, Dave Gilbert, April Key, Undersheriff Gomez, Denny Harris, Suzy Koepplinger, Marissa Sawdon and Mary Williams

- I. Call to Order ---**Webster at 4:00 p.m.**
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (**November 14, 2022 Minutes - Attached**)
---**Moved by Ruth, seconded by Matthews, to approve. Motion carried.**
- IV. Public Comment – *Speakers limited to 3 minutes*---**None**
- V. Agenda

1. **April Key, Personnel Specialist, Jennifer Broadfoot, Personnel Director**, re:

- **12-20-8** Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of September 2022
---**Moved by Ruth, seconded by Matthews, to receive and file. Motion carried. (Receive & File)**

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

- **12-20-9** Submitting a Memorandum of Understanding (MOU) between Saginaw County and TPOAM regarding the promotion and transfer of two (2) employees in Judge Hoffman's courtroom
---**Moved by Ruth, seconded by Matthews, to table pending further negotiation. Motion carried. (Tabled)**

3. **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 (*Document to be provided at Closed Session*)
---**Moved by Matthews, seconded by Ruth, to enter Closed Session for the purpose noted above. Motion carried by unanimous roll-call vote with the time being 4:25 p.m.**
---**Open session resumed at 4:42 p.m. and there was no action.**

- VI. Miscellaneous ---**None**
- VII. Adjournment ---**Moved by Matthews, seconded by Ruth, to adjourn. Motion carried; time being 4:42 p.m.**

Respectfully Submitted,
Michael Webster, Committee Chair
Suzy Koepplinger, Committee Clerk

AGENDA
SPECIAL MEETING
LABOR RELATIONS COMMITTEE

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

Tuesday, December 20, 2022 at 4:30 p.m.

Members: Michael Webster - Chair, Kyle Harris - Vice-Chair, Gerald Little, Sheldon Matthews, Carl Ruth
Others: Controller, County Clerk, Civil Counsel, Finance Director, Personnel Director, Board Staff, *Media*

- I. Call to Order
- II. Welcome – Roll Call
- III. Correction/Approval of Minutes (*None*)
- IV. Public Comment
 - *Speakers limited to 3 minutes*
- V. Agenda
 1. **Dave Gilbert, Civil Counsel/Labor Specialist, re:**
Submitting for approval a Collective Bargaining Agreement between Saginaw County and COAM Sergeants (*To be distributed at committee if approved*)
- VI. Miscellaneous
- VII. Adjournment