

# OAKLAND COUNTY BOARD OF COMMISSIONERS

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*John A. Scott*  
*Chairperson*  
*Mike Bosnic*  
*Majority Vice-Chair*  
*Helaine Zack*  
*Minority Vice-Chair*

*Thomas F. Middleton*  
*Bill Dwyer*  
*Beth Nuccio*  
*Philip J. Weipert*  
*Mattie Hatchett*  
*Tim Greimel*  
*Craig Covey*

## HUMAN RESOURCES COMMITTEE

January 25, 2012

The meeting was called to order by Chairperson Scott at 1:30 p.m. in Committee Room A, Auditorium Wing, County Service Center, Pontiac, Michigan.

### **COMMITTEE MEMBERS PRESENT:**

John A. Scott, Mike Bosnic, Helaine Zack, Thomas F. Middleton, Bill Dwyer, Beth Nuccio, Philip J. Weipert, Tim Greimel and Craig Covey

### **COMMITTEE MEMBERS ABSENT WITH NOTICE:**

Mattie Hatchett

### **OTHERS PRESENT:**

Human Resources

Nancy Scarlet, Director  
Lori Motyka, Supervisor  
Heather Mason, Analyst  
Karen Jones, Manager  
Jordie Kramer, Analyst  
Dana Cosby, Analyst  
Brenthy Johnston, Analyst

Community Corrections  
Support Services  
Detroit Free Press  
Board of Commissioners

Barb Hankey, Manager  
Todd Birkle, Manager  
Kathy Gray  
Jim VerPloeg, Administrative Director  
Sheryl Mitchell, BOC Senior Analyst  
Julia Ruffin, BOC Liaison  
Nancy Wenzel, Committee Coordinator

### **APPROVAL OF MINUTES OF January 11, 2012**

Dwyer moved to approve the minutes of January 11, 2012 as printed. Supported by Nuccio.

Motion carried on a voice vote.

### **PUBLIC COMMENT**

None

**MR #12005 – CIRCUIT COURT – ACCEPTANCE AND AUTHORIZATION TO EXPEND DONATIONS FROM THE RESTORE FOUNDATION TO HELP OPERATE THE JUVENILE DRUG COURT (JDC) IN FY2012 AND CREATION OF YOUTH AND FAMILY CASEWORKER I POSITION**

The Juvenile Drug Court was implemented in 2000 to provide a regimented treatment and intensive judicial supervision to help juvenile offenders overcome their alcohol and chemical dependencies, reduce recidivism, reduce criminal behavior and reestablish family relationships. SCAO grant funding of \$40,000 has been awarded to the County. The Restore Foundation is donating additional funds in the amount of \$50,000. These funds will increase the grant match budget of local cash contributions allowing the Court to request the creation of one SR FTE Youth and Family Caseworker I position for additional program staff support effective October 1, 2011. Additionally one SR PTNE Youth and Family Caseworker II position will be deleted effective October 1, 2011. Continuation of the positions associated with this grant are contingent upon receipt of state and additional funding sources.

Bosnic moved to Report to the Board with the recommendation MR #12005 be adopted. Supported by Nuccio.

Motion carried unanimously on a roll call vote with Zack, Hatchett and Greimel absent.

**BOC ETHICS AD HOC COMMITTEE – OAKLAND COUNTY ETHICS POLICY**

MR #11002 established an ad hoc committee to review the Oakland County Merit Rules as they pertain to Ethics. The Ad Hoc Committee met several times updating the ethics policy to replace the current “Standard of Conduct” policy. The Ad Hoc Committee recommends the adoption of a new Oakland County Ethics Policy for County Government.

Middleton moved to Receive & File the Ethics Ad Hoc Committee Report. Supported by Covey.

Motion carried on a voice vote.

**BOARD OF COMMISSIONERS – OAKLAND COUNTY ETHICS POLICY**

This resolution recommends the adoption of the “Oakland County Ethics Policy” to replace the current “Standard of Conduct” policy for county officials, employees, appointees and volunteers. Adoption of this Policy will affect Merit Rule 18.

Zack moved to approve the attached suggested resolution and policy. Supported by Bosnic.

Motion carried unanimously on a roll call vote with Hatchett and Greimel absent.

**MR #12003 CENTRAL SERVICES SUPPORT SERVICES/LEASED VEHICLE OPERATIONS UNIT – CREATE AUTOMOBILE MECHANIC I POSITION**

The number of automobile mechanics in the Leased Vehicle Operations unit was reduced from 9 to 8 when the total county fleet was reduced from 740 to 700 vehicles. In Fiscal Year 2011 41 vehicles were added to the County fleet. The Sheriff’s Department added 35, another six were added by Animal Control. These vehicles require more frequent maintenance as they are on the road for long periods of time. The Support Services Division is requesting the creation of one proprietary funded FTE Automobile Mechanic I position to handle the increased workload.

Middleton moved the Human Resources Committee Report to the Board with the recommendation MR #12003 be adopted. Supported by Nuccio

Motion carried unanimously on a roll call vote with Hatchett absent.

**DEPARTMENT OF PUBLIC SERVICES/COMMUNITY CORRECTIONS DIVISION – FY 2012 COMMUNITY CORRECTIONS COMPREHENSIVE PLAN GRANT ACCEPTANCE**

The Michigan Department of Corrections has awarded Oakland County a 2011/2012 grant in the amount of \$2,005,574 of which \$210,271 has been allocated for Residential Services and will not be recorded as income. The grant funds twelve FTE, one PTNE and one half of two FTE positions in Community Corrections; four FTE and three PTNE positions in the Sheriff's Office. Community Corrections is requesting the transfer of one PTNE Inmate Substance Abuse Technician position from the Sheriff's Office to Community Corrections with no change in salary grade. In addition this grant includes two FTE positions that are partially funded by the General Fund in Community Corrections. The grant contract has not been approved by Corporation Counsel as two issues remain unresolved. If the Michigan Department of Corrections agrees to the requested changes there will be no unresolved legal issues and the future level of service, including personnel (except the portion of the partially funded General Fund positions), will be contingent upon the level of funding available from the State.

Zack moved to approve contingent upon receipt of the requested changes from MDOC to the grant contract and approval by Corporation Counsel. Supported by Middleton.

Motion carried unanimously on a roll call vote with Hatchett absent.

**HUMAN RESOURCES DEPARTMENT – EXTENSION OF MERIT SYSTEM ELIGIBILITY LISTS**

Under the provisions of Section VI-H-1, of Merit System Resolution #4606 the Human Resources Department is requesting the extension of 15 Merit System eligible lists.

Zack moved to extend the requested Eligibility Lists. Supported by Bosnic.

Motion carried unanimously on a roll call vote with Hatchett absent.

**CONSENT AGENDA/COMMUNICATIONS**

Dwyer moved to Receive & File Items A & B. Supported by Zack.

- A. Position Change Summary
- B. Retirement Board Minutes – November 2011

Motion carried on a voice vote.

**OTHER BUSINESS/ADJOURNMENT**

There being no other business to come before the Committee, the meeting was adjourned at 1:47 p.m.

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Nancy Wenzel, Committee Coordinator

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Jim VerPloeg, Administrative Director

NOTE: The foregoing minutes are subject to Committee approval.