

**MINUTES
PERSONNEL COMMITTEE MEETING
SOUTH CENTRAL TRANSIT
THURSDAY, APRIL 21, 2016
12:00 NOON
SCT TRANSPORTATION CENTER
100 N. LOCUST STREET
CENTRALIA, IL 62801**

Present:
Margaret Conley
Pam Boyd
David Schwartz
Ed Smalley
Ben Stratemeyer

Absent:
Bill Milam

Also Present
Sheila Niederhofer
Vicki Clift
Sara Nollman-Hodge
Pam DeMaris

Margaret Conley called the meeting to order.

MONTHLY REPORT – Nollman-Hodge reviewed the March 2016 monthly reports with the Committee.

Niederhofer reported receiving a letter from IDOT's Bureau Chief of Transit Operations John Marreila, approving the FY17 funding application and budget.

PERSONNEL

H.R. Person – Niederhofer reported that the position of Human Resources Director will be filled by Megan VanDeveer, Dispatch/Scheduling Assistant. VanDeveer will begin training with Nollman-Hodge as soon as her replacement is decided upon. Stratemeyer inquired why the Personnel Committee didn't get the chance to look at the applications and resumes for the position. Niederhofer advised that hiring falls under the management job duties. Stratemeyer asked what the Personnel Committees function is. Niederhofer told him their function is to review policies. Smalley asked if the job was advertised outside of SCT, Niederhofer explained that it is SCT's policy to promote from within if a person is qualified for the position.

CONTRACTS

Public Aid – Niederhofer reported that \$26,401 of Medicaid payments have been received since last Board meeting.

PCCC – Niederhofer reported on the Perry County Counseling Center contract renewal.

Community Link – Niederhofer reported additional services have been added to the contract with Community Link, adding an additional \$24,000 per year to their contract amount.

Marion County Housing – Niederhofer reported that MCH has also expanded their contract with SCT to include riders from Alma, Kinmundy, Patoka, Sandoval and Odin.

AGE SMART AUDIT - Niederhofer reviewed the results of the compliance review conducted by Age Smart. There were no findings or issues found during the audit.

RTAC ROADEO – Niederhofer reported on the upcoming RTAC Bus Roadeo being held Saturday, April 23 in Springfield. Five drivers from SCT will be participating. Discussion was held.

TITLE VI was added to the agenda as updates were just received from IDOT. Motion to send to the full Board for approval by Schwartz, seconded by Boyd. All aye. Motion carried. Stratemeyer noted how professional the SCT policies are written and that he has showed them to the City of Salem.

Adjourn- On a Motion by Schwartz, seconded by Smalley, the Personnel Committee meeting adjourned.