

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

Present:
Margaret Conley
Pam Boyd
George Guidish
David Iossi
Ed Smalley

Absent:
David Schwartz

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

Call to Order – Due to the absence of David Schwartz, Committee Chairman, the meeting was called to order by Margaret Conley, Board President.

MONTHLY REPORT – Niederhofer reviewed the June 2016 monthly reports with the Committee.

PERSONNEL

Directors Evaluation – Niederhofer explained that the Directors Evaluation was discussed at the June Personnel meeting but was mistakenly left off of the June Board agenda. George Guidish, newly appointed to the Personnel Committee was given the information from the June Personnel meeting to review. Motion was made at the June meeting to send to the full Board for approval.

H.R. Position – Niederhofer informed committee that Megan VanDeveer started the transition to Human Resources Director on July 18, taking the place of Sara Nollman-Hodge, Assistant Managing director.

CONTRACTS

Public Aid - Niederhofer reported receiving \$2,274 in payments since last month.

ORGANIZATIONAL CHART – Niederhofer reviewed the changes made to the organizational chart for the 2016 – 2017 year. Motion to send to the full Board for approval by Iossi, seconded by Smalley. 3 aye, 1 nay, Guidish. Discussion was held on Guidish decision to vote nay, he stated he did not agree with a portion of the chain of command stating that he felt the Director of Operations, Director of Scheduling/Dispatch and the Director of Maintenance should be equal department heads. Niederhofer explained the job duties of the Director of Operations in relationship to the other two Directors positions.

WEBSITE – Niederhofer reviewed information regarding an SCT Website that would allow closure or weather alerts to be sent to clients. A website is in the making with a go live date in the next month or two. A presentation will be given to the Board at that time.

Niederhofer reminded committee of the date and time changes for the August Committee and Board meetings. Personnel Committee will meet Thursday, August 18 at 11:00, Finance Committee, Thursday August 18 at 12:00 and the Board of Directors meeting Friday, August 19 at 12:00. This is due to Niederhofer and staff attending an IPTA meeting in Moline.

Adjourn- On a Motion by Iossi seconded by Boyd, the Personnel Committee meeting adjourned.