

**MINUTES
PERSONNEL COMMITTEE MEETING
SOUTH CENTRAL TRANSIT
THURSDAY, OCTOBER 19, 2017
11:00 AM
SCT TRANSPORTATION CENTER
100 N. LOCUST STREET
CENTRALIA, IL 62801**

Present:
George Guidish
David Iossi
Margaret Conley
Pam Boyd
Don Jones

Absent:
Ed Smalley

Also Present:
Sheila Niederhofer
Sara Nollman Hodge
Vicki Clift
Randy Barrow
Pam DeMaris
Marvin Miller

Call to Order – The meeting was called to order by David Iossi.

GUEST RECOGNITION/PUBLIC COMMENT - None

MONTHLY REPORT – Nollman Hodge reviewed the September 2017 monthly reports with the committee. Marvin Miller shared a compliment with the committee stating that clients' parents, the mother at Heritage Woods and the father at Centralia Manor have been using our services every day for 8 weeks. The wife is transported to Centralia Manor to visit her husband and states that the bus has never been late. She states the drivers are very nice and the service is nice as well.

PERSONNEL

Sexual Harassment Policy - Nollman-Hodge discussed the proposed updates to the policy with committee. Motion to send to the full Board for approval by Boyd, seconded by Conley. All aye. Motion carried.

CONTRACTS

Public Aid – Niederhofer reported receiving \$7451 in payments since last board meeting.

SAVE – Niederhofer reported on the 5 year renewal of contract with SAVE. An additional route has been added.

Wonder of the Woods – After school program

Nollman-Hodge reported on the contract transporting 13 – 15 kids from an after school program at Heritage Woods to home, every Monday through the school year. This program was previously held at Lutheran Redeemer church in Centralia.

CTD – Guidish reported on a meeting with Marvin Miller, Legal Counsel SCT, Niederhofer, Don Middleton and Ty Orr of CTD and himself regarding a contract providing services for bookkeeping for CTD. Motion to move to full board for further discussion by Boyd, seconded by Conley. All aye. Motion carried.

OMA MEETING– Niederhofer reported that there are no new minutes to review at the OMA Committee meeting scheduled for November 9, 2017 at 11:30am at the Transportation Center. There are also no minutes 18 months or older to destroy. Miller stated that if there is nothing for review, no meeting needs to be held. A new OMA Committee has not been appointed since Guidish was named President of the Board. Motion to move to the full board the appointment of OMA Committee members by Boyd, seconded by Conley. All aye. Motion carried.

NOVEMBER MEETINGS – Niederhofer reminded committee that the November meetings are moved up a week due to the Thanksgiving holiday. Committee meetings will be held on Thursday, November 9 and the Board meeting will be held on Thursday, November 16.

Adjourn – Being no further business the Personnel Committee Meeting was adjourned on a motion by Boyd, seconded by Conley.

