

**MINUTES**  
**PERSONNEL COMMITTEE MEETING**  
**SOUTH CENTRAL TRANSIT**  
**THURSDAY, MARCH 15, 2018**  
**11:00 AM**  
**SCT TRANSPORTATION CENTER**  
**100 N. LOCUST STREET**  
**CENTRALIA, IL 62801**

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

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

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

**GUEST RECOGNITION/PUBLIC COMMENT** - James Biggs

**PERSONNEL**

**Catastrophic Leave Share Program** – Nollman-Hodge reviewed the program with committee, noting the only updates needed are the signature and date. Guidish stated there were two areas that he thought needed cleaned up. Nollman-Hodge noted those changes. Motion to move to the full board by Guidish, seconded by Smalley. All aye. Motion carried.

**IT Assistant** – Nollman-Hodge reported the hiring of Jonathan Urshan as IT Assistant. He will begin on March 26 and will report to Justin Johnson.

## **CONTRACTS**

**Public Aid** – Niederhofer reported receiving \$3700 in the month of February.

**LEASE RENEWAL POLICY** – Niederhofer reported that Ben Stratemeyer requested that this be put on the committee agenda. Discussion was held with Niederhofer stating that leases are put on the agenda as a courtesy to the Board and that it does not require a vote unless it is time for them to put them out to bid. Lease information is for information only. Guidish said he would speak to Stratemeyer and that lease renewal policy is tabled.

**BOARD REAPPOINTMENT POLICY** - Guidish distributed a proposed policy for review. Motion to forward to the full Board by Smalley, seconded by Guidish. All aye. Motion carried.

**MONTHLY REPORTS** – Nollman-Hodge gave the monthly reports for February.

Niederhofer reported on a complaint that was received Wednesday, March 14. Board member David Iossi was contacted by the client and discussion was held regarding complaint.

**ADJOURN** – Being no further business the Personnel Committee Meeting was adjourned on a motion by Guidish, seconded by Smalley.

