

**MINUTES
PERSONNEL COMMITTEE MEETING
SOUTH CENTRAL TRANSIT
THURSDAY, MAY 16, 2019
11:00 AM
SCT TRANSPORTATION CENTER
100 N. LOCUST STREET
CENTRALIA, IL 62801**

Present:
Margaret Conley
Pam Boyd
Sam Easterly
David Rodden

Also Present:
Sara Nollman-Hodge
Vicki Clift
Randy Barrow
Pam DeMaris
James Biggs
Marvin Miller
Bryan Hunt
Don Copeland

The Personnel Committee meeting was called to order by Sam Easterly.

Guest Recognition/Public Comment – none

PERSONNEL

DEF POLICY – Barrow discussed a new policy created regarding the DEF filling procedures performed to newer diesel engines. The DEF Policy outlines the steps to be performed only by maintenance, County Supervisor, Assistant County Supervisor or Lead Driver. Motion to send to the full board for approval by Boyd, seconded by Rodden. All aye. Motion carried.

CONTRACTS

Public Aid – Nollman-Hodge reported receiving \$24,272 in payments in April.

EMPLOYEE EVALUATIONS – Nollman-Hodge reported that the evaluation process will begin this month with evaluations/merit increases announced in June. Evaluation/merit increase percentages will be discussed and given on the first pay in July.

RTAC/CTAA ROADEO – Nollman-Hodge reported on the RTAC Roadeo held May 4 in Springfield. Dennis Overbeck of Marion County won First Place in the Novice category, Ken Karbach of Clinton County won Second Place in the driving category, and Megan Branson of Marion County won First Place in the Written Test Category. Overbeck will compete this weekend in the National Roadeo in Palm Springs California.

MANAGING DIRECTOR CONTRACT –Board members were sent a copy of the Managing Directors contract by Miller. Motion to send to the full board for approval by Boyd, seconded by Conley. All aye. Motion carried.

OTHER - Nollman-Hodge reported that the City of Centralia has purchased a trolley for tourism purposes. SCT maintenance department is currently conducting an inspection to prepare it for a state inspection. Future plans are in the works for SCT providing drivers for the trolley.

Nollman-Hodge also reported on possible driver training with drivers of Bryan Manor. Possible transportation agreement with them is being discussed.

ADJOURN – Motion to adjourn by Boyd, seconded by Rodden. All aye. Motion carried.

