

**MINUTES
PERSONNEL COMMITTEE MEETING
SOUTH CENTRAL TRANSIT
THURSDAY, JUNE 18, 2020
11:30 AM
SCT TRANSPORTATION CENTER
100 N. LOCUST STREET
CENTRALIA, IL 62801**

Present:
Margaret Conley
Pam Boyd
Sam Easterly

Also Present:
Sara Nollman-Hodge
Vicki Clift
Randy Barrow
Pam DeMaris
John Schubert
Marvin Miller
Bryan Hunt via phone

The Personnel Committee meeting was called to order at 11:30am by Sam Easterly.

APPROVAL OF MINUTES – Motion to approve the minutes of the May 2020 Personnel Committee meeting by Conley, seconded by Easterly. All aye. Motion carried.

GUEST RECOGNITION/PUBLIC COMMENT – none

PERSONNEL

Organizational Chart – Nollman-Hodge stated that the Organizational Chart was included in the packets along with the Employee Salary Schedule and Pay Scale. Nollman-Hodge presented her plan for increases with regards to the COVID-19 pandemic.

Salary Range Chart – Discussed with organizational chart.

Pay Scale – Discussed with organizational chart.

CONTRACTS

Public Aid – Nollman-Hodge reported receiving \$9592 in payments since last Board meeting.

IMRF BENEFIT PROTECTION – Nollman-Hodge reported on an IMRF protection plan available for SCT employees. Discussion was held regarding details. Motion to send to the full board for approval by Boyd, seconded by Conley. All aye. Motion carried.

DRIVER TRAINING POLICY – Nollman-Hodge presented the updates to the Driver Training Policy that was included in the committee packets. Motion to send to the full board for approval by Conley, seconded by Boyd. All aye. Motion carried.

PCOM REPORT – The quarterly PCOM report was included in the committee packets. Nollman-Hodge asked for questions. Motion to send to the full board for approval to send to IDOT by Boyd, seconded by Conley. All aye. Motion carried.

OTHER – Schubert (Finance Committee) discussed a possible special finance committee meeting next week regarding aged receivables. Schubert inquired as to what or if Stratemeyer had been appointed to a committee. Conley stated that she would appoint Stratemeyer to the Personnel Committee at next weeks board meeting. A Personnel committee meeting packet was mailed to Stratemeyer to familiarize him with personnel topics.

ADJOURN – On a motion by Conley, seconded by Boyd, the meeting was adjourned.