



STARK-TUSCARAWAS-WAYNE JOINT SOLID WASTE MANAGEMENT DISTRICT

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David Held Erica Wright
Executive Director *Finance Director*

PERSONNEL COMMITTEE MEETING MINUTES Thursday, February 4, 2016 @10:30am

Chairperson Obrecht called the meeting to order at 10:35am with members Creighton and Everett present. District staff members present were David Held, Erica Wright, and Rachel Rothacher.

Approve Agenda of the February 4, 2016 Personnel Committee Meeting

Member Creighton moved and Member Everett seconded a motion to approve the agenda of the February 4, 2016 Personnel Committee Meeting. The motion passed unanimously.

Approve Minutes of the January 8, 2015 Personnel Committee Meeting

Member Everett moved and Member Creighton seconded a motion to approve the minutes of the January 8, 2015 Personnel Committee Meeting. The motion passed unanimously.

Approve Minutes of the January 9, 2015 Personnel Committee Meeting

Member Everett moved and Chairperson Obrecht seconded a motion to approve the minutes of the January 9, 2015 Personnel Committee Meeting. The motion passed unanimously.

Executive Session to Discuss the Following:

Before entering Executive Session, Executive Director Held distributed the 2014 evaluations, 2014 and 2015 accomplishments, 2015 and 2016 goals, 2015 self-evaluations, and a 2016 organizational chart. He shared that the organizational chart included positions that had been eliminated to show the transition the District has gone through. He said that the bright orange positions on the chart were one's that are mentioned in the District bylaws including the Assistant Director which is mentioned but not required. He added that the other positions are not required in the bylaws but are needed to keep up with the many services the District offers to the residents. He also pointed out that the Administrative Coordinator position is currently vacant because of the promotion of Rachel Rothacher (the former Administrative Coordinator) to the Administrative Director position and that board action would not be required to fill the position, but he would never fill it without approval from the Personnel Committee. As far as the number of recycling drivers, Held stated that while recycling volumes/number of stops are increasing, recycling tonnages are going down because of the decrease in heavier newspaper and increase in lighter shipping boxes. He added that in 2007, the District had four drivers and no weekend routes, but now there are multiple weekend routes.

BOARD of DIRECTORS

Stark

David Bridenstine
Janet Weir Creighton
Richard Regula

Tuscarawas

Chris Abbuhl
Belle Everett
Kerry Metzger

Wayne

Jim Carmichael
Ann Obrecht
Scott Wiggam

February 4, 2016 Personnel Committee Meeting Minutes cont.

Member Creighton moved and Member Everett seconded a motion to enter executive session to complete Finance Director Wright and Executive Director Held's performance evaluations.

A Roll Call vote was taken:

Creighton – Yes Everett - Yes Obrecht – Yes

Motion passed unanimously.

The Personnel Committee went into executive session at 10:38am. The Personnel Committee came out of executive session at 1:00pm.

Other Business

Chairperson Obrecht entertained a motion that Member Everett be appointed the Chairperson of the Personnel Committee for 2016. Member Creighton moved and Member Everett seconded the motion. Chairperson Everett began chairing the meeting.

Adjournment

Member Creighton moved and Chairperson Everett seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:01pm.



2-23-17

Rachel Rothacher, Board Secretary

Date