

Washtenaw County Board of Road Commissioners
Virtual Working Session Minutes of
June 16, 2020

- Present:** Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green, Gloria Llamas, Jo Ann McCollum
- Staff Present:** S. Siddall, J. Harmon, D. Ackerman, M. MacDonell, C. Ryan, E. Kizer, C. Quinter, N. Peterson, A. Held, B. Schlack
- Others Present:** Sue Shink, County Commissioner, District 2; Ruth Ann Jamnick, County Commissioner, District 5; A. Philbrick, Legal Counsel

The Board entered the Working Session at approximately 9:00 a.m.

Roll Call of Attendance:

Doug Fuller, Chair
Barb Fuller, Vice Chair
Rod Green, Member
Gloria Llamas, Member
Jo Ann McCollum, Member
Sheryl Siddall, Managing Director
Matt MacDonell, Director of Engineering/County Highway Engineer
Jim Harmon, Director of Operations
Dan Ackerman, Director of Finance & IT

PUBLIC COMMENT

No public comment.

Employee Attraction & Retention

Sheryl Siddall, Managing Director, stated that Employee Attraction & Retention is a vital issue for the WCRC. The staff we have is our greatest resource.

Nicole Peterson, HR Manager and Alicia Held, HR Coordinator, provided a PowerPoint presentation on Employee Attraction & Retention. Nicole provided a review of what the Road Commission does to attract employees. WCRC is active in working with the Michigan Veterans Affairs Agency. We also work with Michigan Works, Washtenaw Community College, local high schools, and referrals from current employees. HR staff also attends various career fairs. WCRC advertises as much as possible for employee attraction on the WCRC website, various social media sites and the County Road Association website. We also have digital boards and signs in various locations.

Some challenges

- Heavy Truck Drivers – there are regular vacancies in this area. These candidates are required to have a CDL-Class A certification.
- Finding applicants from underrepresented groups.

Emily Kizer, Communications Manager, provided a review of the CRA Recruiting Campaign. This program provides a set of tools across the state that Road Commissions can use to campaign for road workers as a career. There was discussion where advertising could be expanded more in areas outside of Washtenaw County and to attract workers from underrepresented groups.

Onboarding Process:

WCRC uses a website called Workbright and WCRC Employee Central on the WCRC website for employees to fill out all employment information and access other benefit information.

Salary Administration Program

WCRC performed a compensation study in 2018. Nicole Peterson provided a review of WCRC compensation including the salary administration program.

Benefits

WCRC medical benefits are through BCBS. We also offer dental and vision insurance as well as life insurance and short and long-term disability.

WCRC Retirement Benefits are through MERS. There is a pension plan for all employees, a health care savings plan for employees hired after 2012 as well as other optional savings accounts.

WCRC offers reimbursement programs for tuition, protective footwear, fitness and membership and professional fees.

Nicole provided a review of communication efforts to employees.

Virtual Board Meetings and Open Meetings Act

Sheryl Siddall, Managing Director, stated that the Executive Order for governmental virtual meetings due to the COVID expires on June 30, 2020. Sheryl is working with legal counsel to research the Open Meetings Act on legal requirements for in person and virtual attendance. Sheryl has reached out to CRA on this. We are exploring how the physical requirements in the board room would need to be arranged for in-person board meetings. The Bylaws may need to be amended for remote attendance by board members and the public. Commissioner Barb Fuller recommended that we modify our Bylaws to include moving forward with virtual meetings until there is a vaccine for COVID. Commissioner Barb Fuller also suggested an inquiry to the Attorney General. The board agreed with Commissioner Barb Fuller's recommendation on researching amending the Bylaws to continue with virtual board meetings after the June 30th expiration to ensure that is legally permissible.

Political Sign Removal

Sheryl Siddall, Managing Director, stated that with the August primary elections approaching, the increase in placement of political road signs in the county road right of way is increasing. The WCRC has a Political Sign Removal Policy that political signs will be removed and disposed of that are placed in the road right of way. The WCRC crews have been instructed to remove any signs that are impeding sight distance or a safety concern.

Trinkle Road Update

Matt MacDonell, Director of Engineering, provided a review of the Trinkle Road Improvements reflected on the Lima Township Second Agreement for Board approval at the June 16th board meeting. Jim Harmon stated that the township and traveling public have expressed interest in road improvements on Trinkle Road for several years. The Trinkle Road improvements are at the request of Lima Township. The WCRC right of way specialist will reach out to all residents within this project area advising them of tree removal and moving any landscaping that needs to be removed during the project. There will be a request on the bids for a start date of October 1, 2020.

CLOSED SESSION – LEGAL UPDATE

R. Green moved, G. Llamas seconded to enter Closed Session at approximately 11:18 a.m. for a legal update of the following cases:

- Haske v. WCRC
- Michalak v. WCRC
- Naik v. WCRC
- Stark v. WCRC
- Tooles Contracting Group, LLC v. WCRC
- WCRC v. Chestnut Development, LLC
- WCRC v. Lirones, et al; WCRC v. Nevaux, et al; WCRC v. Shankle

Roll Call Vote:

YEAS: R. Green, D. Fuller, G. Llamas, J. McCollum

NAYS: None

ABSENT: B. Fuller (not present for roll call vote)

ABSTAIN: None

Motion Carried.

B. Fuller moved, J. McCollum seconded to adjourn the working session at 12:20 p.m.

Roll Call Vote:

YEAS: B. Fuller, R. Green, D. Fuller, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Douglas E. Fuller, Chair
Washtenaw County Board of Road Commissioners

Barb Fuller, Vice-Chair
Washtenaw County Board of Road Commissioners