

Agenda
Human Resources Committee
West Olive Administration Building – Board Room
12220 Fillmore Street, West Olive, Michigan 49460
Tuesday, October 11, 2011
1:15 p.m.

Consent Items:

1. Approval of the Agenda.
2. Approval of the Minutes from the September 12, 2011, meeting.

Action Items:

3. Board Appointments
Suggested Motion:
To place into nomination and forward to the Board of Commissioners the name(s) of
(* indicates recommendation of the Interview Subcommittee):

*Chari Brink
Patricia Door
Eugene Welch
*Suzanne Cloutier
Donald Bergman
Allen Friend

to fill two (2) vacancies on the Ottawa County Board of Canvassers beginning November 1, 2011, and ending October 31, 2015 (4 year term).

Discussion Items:

None

Adjournment

Comments on the day's business are to be limited to three (3) minutes.

HUMAN RESOURCES COMMITTEE

Proposed Minutes

DATE: September 12, 2011

TIME: 1:30 p.m.

PLACE: Fillmore Street Complex

PRESENT: James Holtrop, Joe Baumann, Jane Ruiter, Greg DeJong

ABSENT: Donald Disselkoen

STAFF & GUESTS: Alan Vanderberg, Administrator; Sherri Sayles, Deputy Clerk

SUBJECT: CONSENT ITEMS

HR 11-012 Motion: To approve the agenda of today as presented and to approve the minutes from the April 26, 2011 meeting as presented.

Moved by: Holtrop

UNANIMOUS

Mr. Disselkoen arrived at 1:31 p.m.

SUBJECT: DISCUSSION ITEMS

1. Employee Survey – An overview of the Ottawa County Employee Satisfaction Survey was presented by the Administrator. Overall, Administration is happy with the higher participation rate among the employees. Employees in the 6 to 10 years and more than 10 years categories showed more dissatisfaction than the newer employees. Mr. Vanderberg will be coming to the Board with a proposal to have another IT study done. In some areas, there are concerns that the County is going in the wrong direction for the right reasons. The fee for the IT proposal will be coming out of the tech fund so it doesn't hit the general fund.

Administration will not be recommending tuition reimbursement again this year but will look at it again for the 2013 budget. Housekeeping was another concern addressed in the survey. Administration may look at adding additional cleaning days next year. Several employees expressed dissatisfaction that the wage study isn't done yet. In the future, one department/group will not be allowed to hold up other departments/group.

Valuable data is taken from the survey and Administration recommended continuing to have the survey done every two years.

SUBJECT: ADJOURNMENT

HR 11-013 Motion: To adjourn at 2:54 p.m.
Moved by: Disselkoen

UNANIMOUS

Action Request



Committee: Human Resources Committee

Meeting Date: 10/11/2011

Requesting Department: Human Resources

Submitted By: Keith Van Beek

Agenda Item: Board Appointments

SUGGESTED MOTION:

To place into nomination and forward to the Board of Commissioners the name(s) of (* indicates recommendation of the Interview Subcommittee):

*Chari Brink
Patricia Door
Eugene Welch
*Suzanne Cloutier
Donald Bergman
Allen Friend

to fill two (2) vacancies on the Ottawa County Board of Canvassers beginning November 1, 2011, and ending October 31, 2015 (4 year term).

SUMMARY OF REQUEST: The Board of Commissioners makes appointments to the various Boards and Commissions of the County per Administrative Policy – Appointments to Boards and Commissions.

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 2: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: 5: Evaluate communication with other key stakeholders.

ADMINISTRATION Recommended Not Recommended Without Recommended

County Administrator:

Committee/Governing/Advisory Board Approval Date:



OFFICE of the COUNTY CLERK

414 Washington Avenue, Room 320 • Grand Haven, MI 49417 • 616/846-8315
616/846-8138 Fax

Daniel C. Krueger
County Clerk

Sherri A. Sayles
Chief Deputy Clerk

September 15, 2011

Dear Mr. Kuyers,

The terms of two members of our Board of Canvassers end November 1, 2011 and an appointment is necessary to fill each of these vacancies by that date.

In accord with Michigan Statute, MCL 168.24c, we have received three names from each of the major political parties along with the required documentation for each nominee.

I highly recommend the reappointment of Chari Brink as the Republican member and Suzanne Cloutier as the Democratic member. Both of these individuals have served with distinction and dedication. They are familiar with the present technology used in the elections process as well as the electronic poll book used in the precincts. Their expertise has helped the efficiencies of the Board of Canvassers over the years and has been a special benefit in recounts as well.

I have included the letters of nomination from both political parties as well as the letters from the nominees regarding their interest and availability to serve.

Be mindful the appointment should be made prior to November 1, 2011 so we have a full Canvass Board to canvass the city general elections in November.

If you have any questions or concerns please contact me.

Respectfully,

Daniel C. Krueger

Daniel C. Krueger, CCO, MCCO
Ottawa County Clerk

FILED

August 5, 2011

AUG 08 2011

Ottawa County Clerk – Elections Division
12220 Fillmore Street
West Olive, MI 49460

DANIEL C. KRUMHOLTZ
OTTAWA COUNTY CLERK

ATTN: Justin F. Roebuck,
Ottawa County Elections Coordinator

Re: Board of County Canvassers

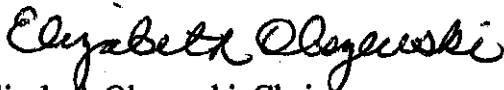
Dear Mr. Roebuck,

In response to your e-mail correspondence of June 28, 2011, the Ottawa County Democratic Party hereby nominates Mrs. Suzanne Cloutier to succeed herself on the Board of County Canvassers. She resides at 378 Washington Blvd, Holland MI.

In accordance with MCL 168.24c, two other nominees are:
Donald Bergman who resides at 62 Sun Ridge Dr. Holland MI and
Allen Friend who resides at 46 E 29th St. Holland MI.

The nominees have been asked to send you a letter of interest ASAP. If you have any questions, feel free to contact me. Thank you.

Sincerely,



Elizabeth Olszewski, Chair
Ottawa County Democratic Party

cc: Suzanne Cloutier
Donald Bergman
Allen Friend
Trudi VanderPloeg

August 5, 2011

FILED

AUG 09 2011

Ottawa County Clerk – Elections Division
12220 Fillmore Street
West Olive, MI 49460

**DANIEL C. KOEHLER
OTTAWA COUNTY CLERK**

Dear Ottawa County Clerk,

At the request of Liddy Olszewski, Chair, Ottawa County Democratic Party, I have agreed to serve, if requested, on The Ottawa County Board of Canvassers, which I understand counts and certifies votes after elections.

I have never worked at elections but have been a Democratic Observer at several recent elections.

I have never been convicted of neither a felony nor any election crime, or ever been charged for any crime for that matter. (One speeding ticket! :-)

Thank you for considering this request.

Sincerely,



Donald L. Bergman
62 Sun Ridge Drive
Holland, Michigan, 49424
616-494-0765

FILED

AUG 12 2011

August 11, 2011

**DANIEL C. KRUEGER
OTTAWA COUNTY CLERK**

Ottawa County Clerk – Elections Division
12220 Fillmore Street
West Olive, MI 49460

ATTN: Daniel C. Krueger
Ottawa County Clerk

Re: Board of County Canvassers

Dear Mr. Krueger,

I would like to let you know just how much I have enjoyed serving on the Ottawa County Board of Canvassers and to express my interest in continuing to serve on the Board. The camaraderie among the current board members and staff is impeccable. We work well together and get the job done. I enjoy the entire election process, which is why I have been involved in so many areas.

My previous election experience includes; serving as a poll watcher, a poll challenger, and was an active participant in a ballot question committee. Then as treasurer of the Ottawa County Democratic Party from 2003-2006, I did the FEC and MERTS reporting for the party. I was a precinct inspector for the City of Holland from February 2000 until I was appointed to fill a vacancy on the Board of Canvassers in October 2004. Since then I have cheerfully discharged the duties of the position and will continue to do so to the best of my ability. I am detail orientated and take my duties seriously. I have participated in each and every training session, canvass, and recount since my appointment to this position. I have personally worked with each of the current board members and taught them how to do the canvass when they began. I served as the Boards' Chair from 2008-2009. I have never been convicted of a felony or an election crime.

Thank you for your consideration.

Sincerely,



Suzanne M. Cloutier
378 Washington Blvd.
Holland, MI 49423
616-396-3034

FILED

AUG 15 2011

August 15, 2011

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

Ottawa County Clerk – Elections Division
12220 Fillmore Street
West Olive, MI 49460

ATTN: Justin F. Roebuck,
Ottawa County Elections Coordinator

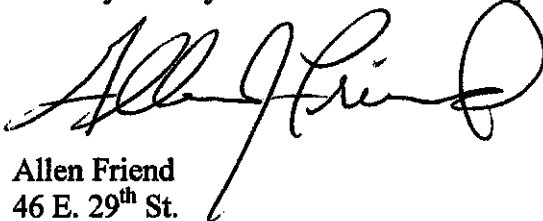
Re: Board of County Canvassers

Dear Mr. Roebuck,

I am writing this letter to affirm my interested in a position on the Board of County Canvasser, and that if selected I will discharge my duties to the best of my ability.

My qualifications are that I have served as a poll watcher and poll challenger in past elections for the Democrat Party. I have attended training classes for those positions and have studied election rules and laws for the State of Michigan on line. I, further affirm that I have not been convicted of any felony or election crime.

Thank you for your consideration of my request.



Allen Friend
46 E. 29th St.
Holland, MI 49423
616-392-9435-Home
616-298-9419-cell

cc: Elizabeth Olszewski, Chair
Ottawa County Democratic Party

OTTAWA
COUNTY



FILED

AUG 29 2011

DANIEL G. KRUEGER
OTTAWA COUNTY CLERK

Mr. Daniel Krueger
Ottawa County Clerk
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460

Dear Mr. Krueger:

Please allow this letter to serve as the Ottawa County Republican Party's nomination of the following persons for the expiring seat on the Ottawa County Board of Canvassers:

- 1) Chari Brink (incumbent)
- 2) Patricia Door
- 3) Eugene Welch

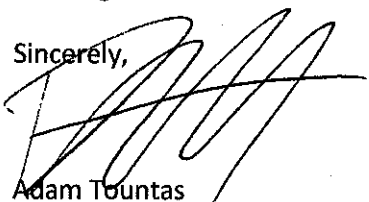
Separate letters of interest signed by the aforementioned individuals are enclosed with this correspondence for your reference. To the extent the Ottawa County Board of Commissioners desires to review those letters during the relevant selection process, please feel free to share the same.

In our estimation, each of the persons being nominated by this correspondence desire to serve, and are fully capable of performing the duties required of the expiring seat. Additionally, upon information and belief, none of them have been convicted of a felony or election crime.

Thank you for your attention to this matter. Should you have any questions or concerns regarding the enclosures, please contact the respective nominee directly.

Best regards.

Sincerely,



Adam Tountas

Chairman, Ottawa County Republican Party

FILED

AUG 29 2011

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

Date:

Mr. Daniel Krueger
Ottawa County Clerk
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460

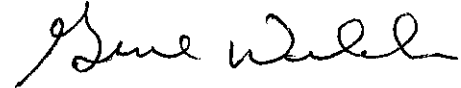
Dear Mr. Krueger:

The purpose of this letter is to express my desire to be considered for a position on the Ottawa County Board of Canvassers.

I am capable of performing the duties of the position. Additionally, my schedule is flexible enough to permit me to effectively serve as a member of the Board. Finally, I have not been convicted of a felony or election crime.

If you should have any questions, I can be reached at the telephone number below. Thank you for considering me for this position.

Sincerely,



Gene Welch
1319 104th Ave
Zeeland, MI 49464
616-218-7632
GW618@AOL.COM.

FILED

AUG 29 2011

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

Date:

Mr. Daniel Krueger
Ottawa County Clerk
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460

Dear Mr. Krueger:

The purpose of this letter is to express my desire to be considered for a position on the Ottawa County Board of Canvassers.

I am capable of performing the duties of the position. Additionally, my schedule is flexible enough to permit me to effectively serve as a member of the Board. Finally, I have not been convicted of a felony or election crime.

If you should have any questions, I can be reached at the telephone number below. Thank you for considering me for this position.

Sincerely,

Chari L. Brink

8/25/11

616 291-4102 cell
616 469-1664 hm

FILED

AUG 29 2011

**DANIEL C. KRUEGER
OTTAWA COUNTY CLERK**

Date: 8/24/2011

Mr. Daniel Krueger
Ottawa County Clerk
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460

Dear Mr. Krueger:

The purpose of this letter is to express my desire to be considered for a position on the Ottawa County Board of Canvassers.

I am capable of performing the duties of the position. Additionally, my schedule is flexible enough to permit me to effectively serve as a member of the Board. Finally, I have not been convicted of a felony or election crime.

If you should have any questions, I can be reached at the telephone number below. Thank you for considering me for this position.

Sincerely,

Pact Door
10336 - 68th Ave.
Allendale, MI 49401
pact.door@gmail.com
616-895-9465
616-717-1962