

**Agenda**  
**Talent and Recruitment Committee**  
**West Olive Administration Building – Board Room**  
**12220 Fillmore Street, West Olive, Michigan 49460**  
**May 11, 2021**  
**1:30 PM**

**Public Comment**

**Consent Items:**

1. Approval of the Agenda.
2. Approval of the Minutes from the [March 16, 2021](#) Talent and Recruitment Committee meeting.

**Action Items:**

1. [Agricultural Preservation Board Appointment](#)

Suggested Motion:

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

\*Laurie Larson

and to select one (1) to fill one (1) Township Government vacancy beginning immediately and ending December 31, 2022.

2. [Ottawa County Economic Development Corporation/Brownfield Redevelopment Authority Appointment](#)

Suggested Motion:

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

\*James Bleicher

and to select one (1) to fill one (1) Director vacancy beginning immediately and ending December 31, 2025.

3. [Solid Waste Planning Committee Appointment](#)

Suggested Motion:

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

\*Dan Broersma

and to select one (1) to fill one (1) City Government vacancy beginning immediately and ending December 31, 2022.

4. [Solid Waste Planning Committee Appointment](#)

Suggested Motion:

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

\*Kaylee Swanson

and to select one (1) to fill one (1) Industrial Waste Generator vacancy beginning immediately and ending December 31, 2022.

**Discussion Items:** None

**Adjournment**

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

**TALENT & RECRUITMENT COMMITTEE**

**Proposed Minutes**

DATE: March 16, 2021

TIME: 1:30 p.m.

PLACE: Fillmore Street Complex

PRESENT: James Holtvluwer (by zoom), Randall Meppelink (by zoom), Douglas Zylstra (by zoom),  
Francisco Garcia

ABSENT: Kyle Terpstra

STAFF & GUESTS: Alan Vanderberg, Administrator; John Shay, Deputy County Administrator;  
Marcie VerBeek, Human Resources Director; Sherri Sayles, Chief Deputy Clerk

**SUBJECT: CONSENT ITEMS**

TR 21-005 Motion: To approve the agenda of today as presented and to approve the minutes from  
the February 9, 2021 Talent & Recruitment Committee meeting.  
Moved by: James Holtvluwer **UNANIMOUS**

**SUBJECT: BOARD APPOINTMENTS**

TR 21-006 Motion: To place into nomination and forward to the Board of Commissioners the  
names of (\*indicates recommendation from the Interview Subcommittee):

\*Robert Brown

and to select one (1) to fill one (1) Family Member vacancy on the Community Mental  
Health Board beginning April 1, 2021 and ending March 31, 2024.

\*Lavonne Vanderzwaag

and to select one (1) to fill one (1) General Public vacancy on the Community Mental  
Health Board beginning April 1, 2021 and ending March 31, 2024.

Moved by: James Holtvluwer

**UNANIMOUS**

**SUBJECT: DISCUSSION ITEMS**

1. Workforce Update – A powerpoint presentation of the “Talent and Recruitment  
Updates” over the last 6 months to a year was presented by Marcie VerBeek,  
Human Resources Director.

TR 21-007

Motion: To adjourn at 2:17 p.m.

Moved by: Randall Meppelink

UNANIMOUS

# Action Request



**Committee:** Talent and Recruitment Committee

**Meeting Date:** 05/11/2021

**Requesting Department:** Administration

**Submitted By:** Regina MacMillan

**Agenda Item:** Agricultural Preservation Board Appointment

## Suggested Motion:

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

\*Laurie Larson

and to select one (1) to fill one (1) Township Government vacancy beginning immediately and ending December 31, 2022.

## Summary of Request:

The Board of Commissioners makes appointments to the various Boards and Commissions of the County per Board Policy - Appointments to Boards and Commissions.

## Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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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:** Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Goal 4: To Continually Improve the County's Organization and Services.

**Objective:** Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

**Administration:**  Recommended  Not Recommended  Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

**APPLICATION FOR POSITION ON A BOARD  
COMMISSION, OR ADVISORY BODY APPOINTED  
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS**

Date 03/20/2021

Position Applying For Agricultural Preservation Board/Township Government (BC)

Position Applying For \_\_\_\_\_

Position Applying For \_\_\_\_\_

Name LAURIE LARSEN

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education:**

School Grand Valley University

School Aquanis

Degree BS Biology/Chemistry

Degree Masters of Business

**Employment Background:**

Current Employer Retired  
Responsibilities \_\_\_\_\_

Position \_\_\_\_\_

Previous Employer Consumers Energy  
Responsibilities \_\_\_\_\_

Position Community Development Director/Community Affairs

Length of Residency in Ottawa County 40

Does the County of Ottawa or any other unit of government employ any members of your family?

Yes  No

If so, describe

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

Brownfield Development Board, Economic Development Board, both with the county.

Clerk - current with Grand Haven Charter Township

Trustee - Grand Haven Charter Township

Chair Planning Commission - Grand Haven Charter Township

Public Policy Committee - GH Chamber of Commerce

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? Yes  No

If not, why not? \_\_\_\_\_

Why do you want to be considered for this appointment?

I'm very interested in Agriculture Preservation especially with my role in Grand Haven Charter Township. There is a need to preserve these lands and I see industry, commercial, and urban, encroaching into these highly valued pieces of property. I'd like to be able to have a say in what the future of the county will look like.

**Thank you for your interest in Ottawa County Government**

# Action Request



<b>Committee:</b>	Talent and Recruitment Committee
<b>Meeting Date:</b>	05/11/2021
<b>Requesting Department:</b>	Administration
<b>Submitted By:</b>	Regina MacMillan
<b>Agenda Item:</b>	Ottawa County Economic Development Corporation/Brownfield Redevelopment Authority Appointment

## Suggested Motion:

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

\*James Bleicher

and to select one (1) to fill one (1) Director vacancy beginning immediately and ending December 31, 2025.

## Summary of Request:

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## Action is Related to Strategic Plan:

**Goal:** Goal 1: To Maintain and Improve the Strong Financial Position of the County.

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Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

**Administration:**  Recommended  Not Recommended  Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:



**APPLICATION FOR POSITION ON A BOARD  
COMMISSION, OR ADVISORY BODY APPOINTED  
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS**

Date 03/16/2021

Position Applying For OC Economic Development Corp/Brownfield Redevelopment/Director (BC)

Position Applying For \_\_\_\_\_

Position Applying For \_\_\_\_\_

Name James J Bleicher

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education:**

School Michigan State University

School Harvard University

Degree M.D.

Degree M.S.

**Employment Background:**

Current Employer \_\_\_\_\_ Position \_\_\_\_\_  
Responsibilities \_\_\_\_\_

Previous Employer \_\_\_\_\_ Position \_\_\_\_\_  
Responsibilities \_\_\_\_\_

Length of Residency in Ottawa County 25

Does the County of Ottawa or any other unit of government employ any members of your family?

Yes  No

If so, describe

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

Please see attached resume - 3 years on Verde Valley Economic Council and multiple not-for-profit boards

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? Yes  No

If not, why not? \_\_\_\_\_

Why do you want to be considered for this appointment?

See attached cover letter - want to serve my community

**Thank you for your interest in Ottawa County Government**

# Action Request



**Committee:** Talent and Recruitment Committee

**Meeting Date:** 05/11/2021

**Requesting Department:** Administration

**Submitted By:** Regina MacMillan

**Agenda Item:** Solid Waste Planning Committee

**Suggested Motion:**

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

\*Dan Broersma  
and to select one (1) to fill one (1) City Government vacancy beginning immediately and ending December 31, 2022.

**Summary of Request:**

The Board of Commissioners makes appointments to the various Boards and Commissions of the County per Board Policy - Appointments to Boards and Commissions.

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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:** Goal 1: To Maintain and Improve the Strong Financial Position of the County.  
 Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.  
 Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.  
 Goal 4: To Continually Improve the County's Organization and Services.

- Objective:** Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.  
 Goal 2, Objective 2: Consider initiatives that contribute to the social health and sustainability of the County and its' residents.  
 Goal 3, Objective 4: Evaluate communication with other key stakeholders.  
 Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

**Administration:**     Recommended     Not Recommended     Without Recommendation

County Administrator: *Alan S. Vansuberg*  
 Committee/Governing/Advisory Board Approval Date:

**APPLICATION FOR POSITION ON A BOARD  
COMMISSION, OR ADVISORY BODY APPOINTED  
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS**

Date 03/10/2021

Position Applying For Solid Waste Planning Committee/City Government (BC)

Position Applying For \_\_\_\_\_

Position Applying For \_\_\_\_\_

Name Dan Broersma

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education:**

School Grand Rapids Community College School \_\_\_\_\_

Degree Associates Degree \_\_\_\_\_

**Employment Background:**

Current Employer City Of Holland Position Environmental Sustainability Manager

**Responsibilities**

Recycling, Energy efficiency, Sustainable Policies Sustainable education.  
Manage the development and execution of community focused environmental sustainability initiatives including contract negotiation.  
Create sustainable benefits, partnerships, and opportunities for the communities Goodwill serves.

Previous Employer Goodwill Position Environmental Sustainability Manager

**Responsibilities**

Manage the development and execution of community focused environmental sustainability initiatives including contract negotiation.  
Create sustainable benefits, partnerships, and opportunities for the communities Goodwill serves.

Length of Residency in Ottawa County 46

Does the County of Ottawa or any other unit of government employ any members of your family?

Yes  No

If so, describe

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

I have served on many boards and committees including the recycling coalition and recently on the Muskegon solid waste committee representing Goodwill in Muskegon.

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? Yes  No

If not, why not? \_\_\_\_\_

Why do you want to be considered for this appointment?

I am excited to apply for the Ottawa County Solid Waste Committee position. Given my environmental sustainability background, I can make significant contributions to Ottawa County solid waste initiatives.

**Thank you for your interest in Ottawa County Government**

# Action Request



**Committee:** Talent and Recruitment Committee

**Meeting Date:** 05/11/2021

**Requesting Department:** Administration

**Submitted By:** Regina MacMillan

**Agenda Item:** Solid Waste Planning Committee Appointment

**Suggested Motion:**

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

\*Kaylee Swanson  
and to select one (1) to fill one (1) Industrial Waste Generator vacancy beginning immediately and ending December 31, 2022.

**Summary of Request:**

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**Action is Related to Strategic Plan:**

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- Objective:** Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.  
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 Goal 3, Objective 4: Evaluate communication with other key stakeholders.  
 Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

**Administration:**     Recommended     Not Recommended     Without Recommendation

County Administrator: *Alan S. Vansuberg*

Committee/Governing/Advisory Board Approval Date:

**APPLICATION FOR POSITION ON A BOARD  
COMMISSION, OR ADVISORY BODY APPOINTED  
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS**

Date 03/19/2021

Position Applying For Solid Waste Planning Committee/Industrial Waste Generator (BC)

Position Applying For \_\_\_\_\_

Position Applying For \_\_\_\_\_

Name Kaylee T Swanson

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education:**

School Grand Valley State University

School Aquinas College

Degree BA in Public & Non-Profit Administration

Degree MA in Sustainable Business

**Employment Background:**

Current Employer Spectrum Health Position Sr Hazardous Materials & Waste Safety Specialist

**Responsibilities**

Provide Spectrum Health entities with an overarching framework and education designed to anticipate, evaluate, eliminate or mitigate, and control significant health risks to our patients, residents, staff, volunteers and visitors associated with hazardous materials and waste. At Spectrum Health, there are 13 waste streams and 183 locations producing biohazardous/hazardous waste.

Previous Employer Spectrum Health Foundation Position Major Gifts Officer

**Responsibilities**

Philanthropic advisor to 100+ donors, who support Spectrum Health including Helen DeVos Children's Hospital. Liaison for the women's giving group by providing educational opportunities to learn about the programs in need of funding.

Length of Residency in Ottawa County \_\_\_\_\_

Does the County of Ottawa or any other unit of government employ any members of your family?

Yes  No

If so, describe

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

I have served at the Community Chair of the Women Impacting Spectrum Health (WISH) board for 1 year. I was on the West Michigan Sustainable Business Forum's Triple Bottom Line Bash planning committee for three years.

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? Yes  No

If not, why not? \_\_\_\_\_

Why do you want to be considered for this appointment?

I feel my educational background in Sustainable Business and current role at Spectrum Health in Hazardous Waste would add value to your team.

**Thank you for your interest in Ottawa County Government**