

TADL Personnel Committee  
Minutes

**March 12, 2019 ~ 10:00 a.m.**

Thirlby Room  
610 Woodmere Avenue  
Traverse City, Michigan

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**Attendance:** Jason Gillman, and Stephanie Mathewson, trustees; Gail Parsons Juett, Director, Deb Radjenovich, Business Manager, and Betsy Myers, staff.

**Approval of the Agenda** - The agenda was approved as presented.

**Approval of Minutes** - The minutes from January 8, 2019, were approved as presented.

**Public Comment** - There was no public comment.

**Director Search Update**

We currently have seven applications for director, and some look very promising. March 15 is the published date at which we will formally start reviewing applications. All board members will receive copies of the applications for review, and KDL will be assisting us. The chair suggested consulting with Scott Morey regarding interviewing via Skype or similar technology. He hopes to narrow the field to three candidates by having the entire board submit their top three at some point in the process.

**PMLA – Manual and Letter of Understanding to Teamsters**

Juett distributed copies of a revision to the Employee Handbook and a Letter of Understanding to the Teamsters Union that were required to bring us into compliance with recent legislation passed in Michigan. Though we already provide more PTO and allow its use for a wide variety of reasons for union and salaried staff, there are some additional provisions that need to be incorporated into our documents. One of the most significant changes would require TADL to provide PTO to non-union part-time employees who work more than 20 hours per week on average. We will be watching this closely each pay period to stay within the guidelines. Members agreed to take the changes to the March Board meeting for approval.

**Public Comment** – There was no public comment.

**Next Meeting Date/Time** – April 9, 2019 / 10:00 a.m.

**Adjournment**

The meeting adjourned at 10:19 a.m.