



**Benzie Transportation Authority  
Personnel & Policy Committee  
October 18, 2022 @4:30PM  
14150 US 31 Beulah, MI 49617**

**Minutes approved as presented December 20, 2022**

1. Call to Order by Feeheley at 4:30PM
2. Roll call to determine quorum: Present: Jeannette Feeheley, Dorene Strang, ex-officio John Morse (excused at 5:44PM) and Anne Noah (virtual). Staff Present: Jessica Carland and Nancy Hunt. Public: Wendy Wedemeier.
3. Welcome and Recognition of Visitors: None
4. Correspondence: None
5. Amendments/Additions to Agenda: Add approval of minutes for September 19, 2022 FPP Meeting as item 8.
6. Public Comment: None
7. Approval of Agenda: **Motion** by Feeheley to approve agenda as amended. Supported by Strang. All ayes, **motion carried**.
8. Approval of Minutes: **Motion** by Feeheley to approve the FPP minutes of September 19, 2022 as presented. Supported by Strang. All ayes, **motion carried**.
9. Call for Conflict of Interest: None
10. Old Business
11. New Business
  - a. Election of Committee Chair & Vice Chair: **Motion** by Strang to be appointed as Committee Chair. Supported by Feeheley. All ayes, **motion carried**.  
**Motion** by Strang to appoint Noah as Vice chair. Supported by Feeheley. All ayes **motion carried**.
  - b. Meeting Schedule: Committee will meet the third Tuesday of even months at 4:30PM.
  - c. Policies
    - i. Board Compensation- **Motion** by Strang to recommend as presented to the BOD for approval, supported by Feeheley. All ayes, **motion carried**.
    - ii. Investment- **Motion** by Feeheley to recommend as presented to the BOD for approval, supported by Strang. All ayes, **motion carried**.
    - iii. Workplace Violence-. **Motion** by Strang to recommend as amended to the BOD for approval and change the review cycle to every year, no support. **Motion failed**.  
**Motion** by Feeheley to table policy until the next PP Meeting in December. Management will obtain more information from MDOT and invite Evan Warsecke, County Commissioner to give his opinion on this

policy and to attend the next meeting. Supported by Strang, all ayes, ***motion carried.***

- d. Personnel
    - i. Management Team Compensation- Management is working on this.
    - ii. FY22 Employee Turnover Report- Committee requested these reports be provided annually and then present it at the annual meeting.
    - iii. MERS Conference Report- Hunt and Wedemeier attended the conference in September. Hunt gave a report highlighting key takeaways, which were to contribute a percentage rather than a dollar amount and that educating staff and strengthening the BTA retirement package should be considered.
    - iv. Employee Holiday Gift- ***Motion*** by Feeheley to recommend hourly employees receive a Christmas bonus of \$150 and salary including the E.D. of \$250. Support by Strang. All ayes, ***motion carried.*** Proposal will go to the Finance Committee for review. BOD does not wish to receive gifts.
12. Public Comment: None
13. Next Meeting - December 20th @ 4:30PM *Policies to be Reviewed: Attorney Use, Workplace Violence, License Fee, & Physical Reimbursement*
14. Adjournment @ 6:24.PM

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Nancy Hunt, Recording Secretary

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Date