

**Shiawassee County Community Mental Health Authority
Human Resources Committee – Minutes
December 7, 2015**

Members Present: Joan Durling (Chairperson), Janelle Hughes (Vice-Chairperson), Paul Wiese, Vicki Bocek, Jeanne Ladd, Robyn Spencer (Public)

Others Present: Deb Hoenshell, Jamie Burke (Executive Assistant) (Minutes)

Topic	Key Discussion	Motion/Action
1. Called to Order		The meeting was called to order by Joan Durling, chair, at 5:10 p.m.
2. Approval of the Agenda		MOTION BY BOCEK, SUPPORTED BY WIESE to approve the agenda as presented. All ayes, motion carried.
3. Public Comment	There was no public comment at this time. Robyn Spencer did make a comment to the committee later in the meeting.	
UNFINISHED BUSINESS- None		
4. Review Qualifying CEO Applicants	The committee reviewed the writing samples and resumes of the qualifying applicants.	
5. Next steps to proceed in recruitment of CEO	Deb Hoenshell will call the references of both the applicants. The committee would like to interview the applicants in a first interview, then refer to the full board for the second interviews on December 21, 2015.	MOTION BY DURLING, SUPPORTED BY LADD to interview applicants Mary Griffiths Dickson and Lindsey Hull on December 17, 2015. All ayes, motion carried.
6. Next Meeting		The next meeting will be, December 17, 2015 at 5:00 p.m.
7. Adjourn		The meeting was adjourned at 6:25 p.m.

These minutes were approved by the SCCMHA Board of Directors on December 21, 2015.