APPOINTMENT & ALIGNMENT COMMITTEE

Approved Minutes

DATE: February 11, 2025

TIME: 2:27 p.m.

PLACE: Fillmore Street Complex

PRESENT: Douglas Zylstra, Philip Kuyers, Josh Brugger, Allison Miedema. (4)

ABSENT: Jordan Jorritsma. (1)

SUBJECT: PUBLIC COMMENT

1. Sheila Dettloff-Holland Township

SUBJECT: APPROVAL OF AGENDA

AA 25-001 Motion: To approve the agenda of today.
Moved by: Zylstra UNANIMOUS

AA 25-002 Motion: Remove Discussion Item 4.
Moved by: Miedema

The motion failed by the following votes: Nays: Phil Kuyers, Doug Zylstra, Josh Brugger. (3)

Yeas: Allison Miedema. (1)

SUBJECT: ELECTION OF THE VICE CHAIR

AA 25-003 Motion: To nominate Jordan Jorritsma to serve as Vice Chair.
Moved by: Kuyers UNANIMOUS

SUBJECT: APPOINT THREE COMMISSIONERS TO WORK WITH THE DEPUTY COUNTY ADMINISTRATOR ON THE BOARDS & COMMISSIONS APPLICATIONS PROCESS

AA 25-004 Motion: To appoint three Commissioners to review applications, interview candidates and make recommendations to the full board.
Moved by: Zylstra

AA 25-005 Motion: To amend motion AA 25-004 to include all five Commissioners to review applications, interview candidates and make recommendations to the full board.
Moved by: Zylstra UNANIMOUS

SUBJECT: ASSIGN THE DEPUTY COUNTY ADMINISTRATOR TO REVIEW BYLAWS AND STATE STATUTES AS THEY PERTAIN TO APPOINTMENTS TO THE BOARDS & COMMISSIONS

AA 25-006 Motion: To assign the Deputy County Administrator to review bylaws and state statutes as they pertain to appointment processes and terms starting with the Parks & Recreation Commission and bring forward recommendations to ensure compliance.
Moved by: Miedema UNANIMOUS

AA 25-007 Motion: To add a discussion item #8 to talk about the last part of Action Item #2, "make recommendations to the full board".
Moved by: Zylstra UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Review legal counsel correspondence regarding the appointment process to seats on the Ottawa County Groundwater Board-The Commissioners and Paul Sachs gave discussion. They agreed to have Commissioner Brugger reach out to Roger Belknap to see if he would be interested in resigning.

2. Review legal counsel correspondence regarding the appointment process to seats on the Materials Management Planning Committee-The Commissioners and Interim Deputy Administrator Ron Frantz gave discussion.

AA 25-008 Motion: To open and post the Elected County Official position on the Materials Management Planning Committee for one week.
Moved by: Brugger UNANIMOUS

3. Update from the Clerk's Office on current openings on the Boards & Commissions per the Appointments to Boards & Commissions Policy under IV (A) (B)-Rachel Sanchez gave an update on the current open positions.

   Commissioner Kuyers left the meeting at 3:03 p.m.

4. Review of Housing Commission appointment made on December 19, 2024-The Commissioners and Interim Deputy Administrator Ron Frantz gave discussion.

   Commissioner Kuyers returned to the meeting at 3:07 p.m.

5. Discuss prior board practice of one-year appointments- The Commissioners and Interim Deputy Administrator Ron Frantz gave discussion on creating a Board Policy regarding one-year terms for Commissioners.

6. Discuss Talent & Recruitment minutes from December 17, 2024- The Commissioners agreed to have these minutes on the Board of Commissioners meeting at the end of February to be amended and approved.

7. Discuss a meeting schedule for the Appointment and Alignment Committee-The Commissioners agreed to meet on March 20, 2025 at 9:00 a.m.

8. Discuss the last part of Action Item #2 “make recommendations to the full board”-It was discussed that the interviews will take place in private and then the Committee will meet in person to deliberate and make recommendations in public.

SUBJECT: PUBLIC COMMENT

1. David Barnosky-Port Sheldon Township

SUBJECT: ADJOURNMENT

The chairperson called for adjournment at 3:55 p.m.