

Emmet County Department of Human Services Board
Special Board Meeting Minutes
May 6, 2013

Marie Wayman, chairperson for Board Search Committee, called the meeting to order at 12 noon. Attendance: Fred Simons, Mary Horan, Marie Wayman, Bob Dunn and Janet VandenBerg. Guest: Karen Laseck.

Marie Wayman explained to Karen Laseck, candidate for Facility administrator, that the ECDHS Board met and concluded the process of interviewing candidates. In consideration of Karen's experience and leadership skills, the Board had unanimously decided to offer you the position as Facility Administrator. Discussion took place as to her salary request, health insurance benefits and life insurance to be provided, 401(A) plan, paid time off, and the opportunity to add to a 457 plan if so desired. The topic of her consulting business was also addressed.

Karen asked questions of the Board members. She mentioned in regards to her consulting business, that there could be a possibility that she would have to be subpoenaed for trial but would keep the board apprised if that would transpire. She also mentioned she would have to sell her home downstate and is working on that currently. Discussion took place as to when she could start as administrator. Karen responded that she did feel she could begin Monday, June 17, 2013. She was provided with a copy of the Employee Handbook and would be given the information of staff and board as discussed. The board would also be given the same documentation so they know what was given or sent. Contract recommendations will be discussed and a contract will be drawn up by Kathy Abbott, Civil Counsel for Emmet County and e-mailed to Karen for review and signature. Karen thanked the board for the offer and is looking forward to being a part of this organization. The Board agreed.

The Board discussed the draft contract for Karen Laseck. After discussion it was agreed upon to classify her as "Administrator" not "Executive Director". Clarification would be gotten from Kathy Abbott as to the Board's concerns and changes that need to be addressed in her new contract. Fred Simons will touch base with Kathy Abbott today and one of the board members would then be in touch with Karen regarding her question(s) and would have answer(s) to her before May 10. The Board asked Robert Dunn, interim administrator as to how many days he would be staying once she started. He indicated two days would be sufficient.


Marie Wayman then asked for a motion to adjourn. Fred Simons made the motion and was seconded by Mary Horan to adjourn the meeting at 1 p.m.

6 June 2013

Date

6/6/13

Date


Fred Simons, ECDHS Board Chairperson


Janet R. VandenBerg, ALS, Recording Secretary