

**St. Charles County Merit System Commission Meeting (teleconference)  
January 15, 2019**

The monthly meeting of the St. Charles County Merit System Commission was called to order by Chairwoman Amanda Kelley, by phone, at 8:33 a.m., in the County Council Chambers meeting room, 100 North 3rd Street, St. Charles, MO.

Commission Members in attendance by phone: Amanda Kelley, Dee Wetzel, Fred Henke and Ken Dobbins. Kevin Kast (Absent)

Also in attendance: Samantha Shadrach, Director of Human Resources and Claire Felder- Secretary.

**Agenda Item A – Opportunity for public comment – The Commission has adopted the Policy that persons wishing to address the Commission must identify themselves and are limited to not more than 3 minutes. The Commission reserves the right to limit the number of comments on any one topic.**

There was no one in attendance for public comments.

**Agenda Item B – Approval of minutes for the December 18, 2018, Merit Commission meeting**

There being no additions or changes to the minutes noted, Commission Member Henke made a motion to approve the minutes as submitted, seconded by Commission Member Wetzel. Vote confirmation was called for with Commission Members, Kelley, Wetzel, Henke, noting their approval by phone with a yes. Commission Member Dobbins abstained from the vote as he was not present at the December meeting.

**Agenda Item C – Oral Report from the Director of Human Resources, Samantha Shadrach**

Shadrach updated the commission on the timetable for the compensation study process. They are behind in getting all job Descriptions to the Department heads as the staff member who handled that duty has quit the position and left County employment. Meanwhile, Shadrach is learning this function and plans to be on track with the help of an updated PayFactors Application.

**Agenda Item D – New Business**

No new business was reported.

**Agenda Item F – Report to the Commission/Commissioner Concerns**

No concerns were brought forward.

**Agenda Item G – Schedule of future meetings - February 19, 2019 meeting**

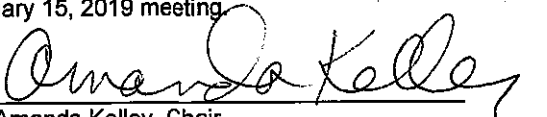
All members were agreeable with the February 19 meeting date.

Comments: Ken Dobbins announced his resignation from the Merit Commission as he has accepted a new appointment to the Community and Children's Resource Board. Dobbins noted it had been a pleasure working with the Merit Commission and the other members thanked him for his work and wished him well

Motion to adjourn was made by Commission Member Henke, seconded by Commission Member Wetzel. The meeting adjourned at 8:40 a.m.

St. Charles County Merit System Commission approved the minutes of the December 18, 2018 Merit System Commission meeting by Commission Members present by phone at the January 15, 2019 meeting.

3/5/19  
Date Signed  
/cf

  
Amanda Kelley, Chair  
St. Charles County Merit Commission