

**St. Charles County Merit System Commission Meeting
May 21, 2019**

The monthly meeting of the St. Charles County Merit System Commission was called to order by Commission Chairwoman Amanda Kelley at 8:30 a.m., in the County Council Chambers, 100 North 3rd Street, St. Charles, MO.

Commission Members in attendance by telephone: Amanda Kelley, Dee Wetzel, Fred Henke and Kevin Kast

Also, in attendance: Samantha Shadrach, Director of Human Resources; Robert Hoeynck, Counsel Representative to the Merit Commission; and Claire Felder, Secretary to the Merit Commission.

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 April 16, 2019, Merit Commission Meeting

Merit Commission Member Henke made a motion to approve the minutes from April 16th, seconded by Merit Commission Member Wetzel. The minutes were unanimously approved by Commission Members Kelley, Wetzel, Henke, and Kast.

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

Shadrach, Director of Human Resources, reminded the Commission that anti-harassment training for all County employees will begin at the end of May running through the end of June with make-up sessions available in July. Shadrach explained this is mandatory training and attendance will be tracked. Shadrach explained employees will sign off on a Code of Conduct at individual employment orientation meetings and that outside contractors or volunteers will not be covered under our anti-harassment training.

Agenda Item D – New Business

There was no new business presented.

Agenda Item F – Report to the Commission/Commissioner Concerns

There were no concerns reported to the Merit Commission.

Agenda Item G – Schedule of future meetings- June 18, 2019 meeting, telephony meeting

Motion to adjourn was made by Commission Member Wetzel, seconded by Commission Member Kast and unanimously approved. The meeting adjourned at 8:36 a.m.

5-28-2019

Date Signed
/cf


Amanda Kelley, Chair
St. Charles County Merit Commission