



**Benzie Transportation Authority**

**Finance, Personnel & Policy (FPP) Committee Meeting**

**Tuesday, August 14, 2018 4:15 p.m.**

Benzie Transportation Authority, Beulah, Michigan 49617

Approved Minutes as amended October 16, 2018

Welcome and Call to Order Jennifer called the meeting to order at 4:35PM. Present: Jennifer Kolinske, Eric VanDussen, Bill Kennis, Wendy Wedemeier, Amy Herczak, and Nancy Hunt.

1. Approval of Minutes of June 19, 2018 **Motion** by Amy supported by Eric to approve the minutes as presented. All ayes, **motion carried.**
2. Public Comment None
3. Financials & 2019 Budget Review Tracking to be \$150,000 under budget, nothing new to report.
4. Old Business
  - a. Controlled Substances and Alcohol Misuse Testing Policy Eric would like to know what studies the policy refers to when referring to the use of marijuana. He and Bill plan to look into this further.
5. New Business
  - a. Policies
    - I. Jury Duty Minor editing changes to the policy. No major updates.
    - II. Open Door No updates to this policy.
    - III. Paid Holiday No updates to this policy.
    - IV. Video Surveillance Minor editing changes to the policy. No major updates.
    - V. Worker's Comp Minor editing changes to the policy. No major updates.

**Motion** by Eric support by Amy to recommend the Board approve Jury Duty, Open Door, Paid Holiday, Video Surveillance and Worker's Comp policies as presented. All ayes, **motion carried**

- b. 2019 Budget changes were discussed. **Motion** by Eric support by Amy that they take the 2019 revised budget to the board. All ayes, **motion carried.**
    - c. Staff bonuses were discussed. **Motion** by Amy support by Jennifer to recommend to the board approval of staff bonuses up to \$26,000. All ayes, **motion carried.**

6. Public Comment None

7. **Future Meeting Schedule** ~~September 18~~ October 16, 2018 @ 4:15PM

**Motion** by Amy support by Eric to adjourn at 5:37PM. All ayes, **motion carried.**

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Nancy Hunt Recording Secretary

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Date