

COUNTY COMMISSION RECORD, CAMDEN COUNTY, MISSOURI

Thursday 10/29/2020

The Camden County Commission met with Presiding Commissioner Greg Hasty, District #1 Commissioner Bev Thomas, and District #2 Commissioner Don Williams.

Meeting Agenda

Commissioner Thomas made a motion to amend today's agenda moving Cares Act Funding to last. Commissioner Williams seconded the motion. The motion passed by vote: Commissioner Thomas (Yes), Commissioner Williams (Yes).
Session opened at 9:30 A.M.

Prior Minutes

Commissioner Williams made a motion to table the October 28, 2020 minutes. Commissioner Thomas seconded the motion. The motion was passed by vote: Commissioner Thomas (Yes), Commissioner Williams (Yes).

New Business

Handbook Policy – Commissioner Thomas made a motion to approve the new policies for the handbook. Commissioner Williams seconded the motion. The motion passed by vote: Commissioner Williams (Yes), and Commissioner Thomas (Yes).

PROJECT PROPOSAL



Suzanne L. Kmet, MSM, SPHR, GPHR, SHRM-SCP
sue@kmetconsulting.com • 515-240-7545

September 25, 2020

Melissa Peters
HR Director, Camden County, Mo

County of Camden
1 CT Cir NW
Camdenton, Mo 65020

Project Proposal
Prepared for County of Camden
September 25, 2020

Benjamin Franklin said it best: "In this world, nothing is certain except death, taxes and the ever changing role of Human Resources." Okay, I may have taken a few liberties with that last one, but you get the picture. With the incredible number of pressures facing organizations today, the role of Human Resources is continuously evolving. Outsourcing, whether it be assisting an existing HR department or project-based support, saves your municipality overhead costs and allows you to focus instead on what you do best – managing and growing your County.

As a professional with over 20 years of experience in all aspects of Human Resource administration and management, I now offer my services as a consultant in order to share my knowledge base with organizations that share my love of people – a company's greatest asset. Having been exposed to multiple industries throughout my career including legal services, airlines, broadcasting, genetics, poultry, and aerospace, I enjoy developing targeted solutions to human capital issues.

My reputation for integrity and professionalism helps me ensure your organizational success by matching your business strategies with your HR policies to keep your employees as committed to you as you are to them. I am an experienced communicator, public speaker, and trainer. I also have the experience to prepare comprehensive, legally compliant HR documents including handbooks, job descriptions, policies, and procedures.

Those are my credentials, but that is simply where my passion begins. I am a civic leader and a past Governor's appointee to Iowa's Workforce Board and currently on the Missouri Workforce Development Board. I am also a community-spirited volunteer having organized fundraisers for multiple non-profit organization and was honored to receive the Iowa Volunteer of the Year award from the Make-A-Wish Foundation.

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Gravois Mills, MO 65037

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I am also a motivated lifetime learner, holding a Master's degree in Management, with an emphasis in Human Resources and I am one of 12 dual-credentialed HR professionals in the state of Missouri having earned both the Senior Professional of Human Resources (SPHR) and the Global Professional of Human Resources (GPHR).

In short, picture me as an advocate for your business and your go-to HR resource. Thank you for your consideration.

Best Wishes,
Sue

Suzanne L. Kmet, MSM, SPHR, GPHR, SHRM-SCP,
President, Kmet Consulting
kmetconsulting.com
Human Resources and Training Consulting
Specializing in Missouri and Iowa

Thank you for contacting me regarding your upcoming Handbook revision project. It will be a pleasure working with you and Camden County. As requested, here is a fee schedule for my offered services, a proposed summary and confirmation. I greatly appreciate both your time and your consideration of my services.

Project:

Review and revise current handbook. Current handbook is a 106 page document which currently includes approx. 113 policies. Client requests three new policies added: 1) Pandemic policy and procedures, 2) Diversity and Inclusion, and 3) Inclement Weather.

Proposed Project: After Acceptance of Proposal

- Draft handbook delivered to Camden County no later than 30 days from contract approval
- Final handbook delivered to Camden County no later than 30 days after final modifications are approved and draft handbook is returned by Camden County to Kmet Consulting
- Site visit, date TBD, to deliver and introduce final handbook to management of Camden County.

The following details the options and pricing for delivery of the services outlined in this proposal. This pricing is valid for 90 days from the date of this proposal:

Service Provided	Project Price	Comments
Review and revise handbook	\$3,000	The current document contains 106 pages and approx. 113 policies
Develop three new policies	\$ 750.00	Policies \$250.00 per policy
Total	\$ 3,750.00	Payment schedule: 1/3 due upon agreement of the proposal, remaining amount due upon completion training or October 31, 2020, whichever occurs first.

Accepted Signature

10/29/2020
Date

Prepared for County of Camden

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McGrath – Representatives from McGrath Insurance presented a follow-up on their presentation for employee health insurance on October 20. More information and pricing was given to the Commission for consideration.

Cares Act Funding – Camden County Auditor presented the Cares Act applications for schools and municipalities. City of Osage Beach, City of Camdenton, Sunrise Beach FPD, and School of the Osage all had properly documented expenses requesting funding. After a brief discussion was held on each application presented, Commissioner Thomas made a motion to approve the applications as presented by the auditor with the exception of a part of the City of Camdenton. Commissioner Williams seconded the motion. The motion passed by vote: Commissioner Thomas (Yes), Commissioner Williams (Yes). The total for these applications was \$121,440.88. The County Auditor also presented Cares Act small business applications from the Chamber to receive funding. Commissioner Williams made a motion to approve the applications for the businesses as presented by the Chambers. Commissioner Thomas seconded the motion. The motion passed by vote: Commissioner Thomas (Yes), Commissioner Williams (Yes). Total qualified amount for small business applications that were approved is for \$144,142.49.

	<u>Emailed CARES ACT Application:</u>	<u>Date of Contact w/:</u>	<u>Est. Amount of Project:</u>	
1a	Mike-City of Osage mwelty@osagebeach.org 573-302-2000 Ex. 1011		\$14,730.98 Infrastructure	
2a	Jeff/Renee- City of Camdenton jhooker@camdentoncity.com 573-346-3600		P.P.E Infrastructure Request Economic Relief (overtime) \$49,428.26	\$5,973.28 \$25,690.65 \$17,764.33 March-September \$49,428.26
27	Joseph LaPlant- Sunrise Beach FPD jlaplant@sbfpd.org		\$5,097.00 Infrastructure Request	
28	Dr. Laura Nelson - School of the Osage nelson@osageschools.org	10/27/2020	\$52,440.88 P.P.E Infrastructure Invoice evidence Expenses Requested Future	\$2,745.88 \$49,695.00 \$52,440.88 \$38,940.88 \$13,500.00 \$52,440.88
Total:			\$121,697.12	

Business Name	Amount to Approve - W/ Documents requested
First Round	
Hoot N Boopers	\$8,269.13
The Clipper	\$4,195.59
Windermere	\$869.25
Harrison's Hometown Fundraising	\$9,076.00
Harmy's Cheese Store & More	\$9,991.62
David C. Boyd Insurance	\$10,000.00
Lake Breeze Resort	\$10,000.00
Nautifish	\$10,000.00

Great Rivers Boy Scouts of America	\$0.00
Under the Sun	\$10,000.00
La Roca Club LLC	\$10,000.00
Exchange Venue	\$10,000.00
Steam-A-Way LLC	\$2,276.03
Osage Venture LLC	\$5,069.81
Studio 5 Salon	\$6,713.90
RJ's Restaurant	\$10,000.00
Tonka Hills Restaurant	\$10,000.00
Bowling Electric	\$7,681.16
TCLA	\$10,000.00

Adjourn: With no further official business on the agenda: Commissioner Williams made a motion to adjourn to any unofficial business that may develop during the day. Commissioner Thomas seconded the motion. The motion passed by vote: Commissioner Thomas (Yes), and Commissioner Williams (Yes). Session closed at 10:55 A.M.

Ordered that the Commission adjourn until Tuesday, November 3, 2020.

Greg Hasty, Presiding Commissioner

Lisa Russell

