

OAKLAND COUNTY
BOARD OF COMMISSIONERS
DEMOCRATIC CAUCUS MINUTES

January 14, 2021

Meeting called to order by Caucus Chairperson Kristen Nelson at 5:10 p.m. via Videoconference.

Roll called.

COMMISSIONERS PRESENT: Cavell from Ferndale in Oakland County, Charles from Southfield in Oakland County, Gershenson from Bloomfield Township in Oakland County, Jackson from Southfield in Oakland County, Luebs from Clawson in Oakland County, McGillivray from Madison Heights in Oakland County, Miller from Farmington in Oakland County, Nelson from Waterford Township in Oakland County, Woodward from Royal Oak in Oakland County. (9)
EXCUSED ABSENCE WITH NOTICE: Markham, Powell. (2)

Quorum present.

No one addressed the Caucus during Public Comment.

Chairperson Kristen Nelson addressed the Caucus to inform them that the Board of Commissioners Chief of Staff, Chris Ward has accepted a position as Deputy County Executive, and to congratulate Chris Ward.

Commissioner Woodward addressed the Caucus to offer his congratulations and to thank Mr. Ward for all of the leadership he has provided.

Chris Ward, Board of Commissioners Chief of Staff addressed the Caucus.

Commissioner Woodward addressed the Caucus regarding the job description for the Chief of Staff position. He stated that this would be a good time to look at job descriptions and staffing in the Board office and that he is setting March 1, 2021 as the target date to fill the Chief of Staff position, but assured the Commissioners that they will take all of the time they need to find the strongest candidate. He also recommended forming a Study Group to look at these issues.

Discussion followed.

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Commissioner McGillivray addressed the Caucus regarding the possibility of an Interim Chief of Staff and the best process to appoint a candidate.

Discussion followed.

Commissioner Woodward addressed the Caucus regarding the main functions of the Chief of Staff. He stated that these are Department Administration, Commissioner Support and Project Management.

Discussion followed.

Commissioner Miller addressed the Caucus to ask if the Board will be looking at promoting from within.

Discussion followed.

Chairperson Kristen Nelson addressed the Caucus and stated the Commissioners should review the job description and consider any other needs they may have.

Discussion followed.

Commissioner Charles addressed the Caucus regarding the development of a more formal employee review process.

Discussion followed.

Chairperson Kristen Nelson addressed the Caucus regarding the process of introducing annual memorial and honorary resolutions.

Discussion followed.

Commissioner Gershenson addressed the Caucus regarding the Commissioners' flower fund and if it should be continued.

Discussion followed.

The Caucus adjourned at 6:09 p.m. until January 19, 2021 5:00 p.m.

SANDRA O'BRIEN
Deputy Clerk

KRISTEN NELSON
Caucus Chairperson