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MAG
Plumas County
Mid-Management Advisory Group

MINUTES

Of Meeting Held on September 19, 2007 in the Building and Planning Conference Room

VISION STATEMENT

“To promote excellence in the performance of mid-managers in Plumas County government”

MISSION STATEMENT

“To promote training, education and communication of mid-managers serving Plumas County through net-working, planning and problem-solving”

Call to Order/Approval of Minutes

The meeting was called to order at 3:07 p.m. by Chairperson Susie Grant. Upon a motion by Jocelyn Cote, seconded by Dale Snook, the minutes from the previous meeting were approved as submitted.

Standing Business

Health and Wellness

Jocelyn Cote discussed two issues: routine health check-ups for preteens and cutting salt intake in our diets. She distributed two pages from the October, 2007 issue of the Plumas County Public Health Notes newsletter. The first page concerned preventative health care for preteens, the need for routine health check-ups and new vaccination recommendations for 11-12 year olds, including human papillomavirus vaccination for girls. Jocelyn said that there is now an immunization for Shingles available for adults 60 years of age and older, also, Operating Engineers Health Insurance covers hepatitis shots for travel.

Jocelyn’s second topic was reducing the amount of sodium in our diets. The average American eats five to ten thousand milligrams of salt each day. Two thousand mg. or less is recommended. The newsletter recommends excluding visibly salted foods such as salted pretzels or chips, rinsing canned foods, avoiding cured meats, meats packed in marinades or sauces and foods packed in brine such as olives and pickles. Read labels for sodium content and instead of salt use herbs and spices, citrus juice, and onion and garlic. Jocelyn recommends using iodized salt, when you do use salt, because it provides iodine which is necessary for thyroid health.

The Plumas County Public Health Notes newsletter is available on line through the County website. To find it through the website go to Departments, Click on Public Health Services, Clinical and Nursing Services, and then Nursing and Clinical Services Newsletter.

Management Council Meeting Report

Chuck Leonhardt reported on the September meeting of Management Council.

Before his report there was a brief discussion about the Employee Appreciation Barbeque which was held on September 18th. Although the food was wonderful and everyone who attended had a good time, a number of employees did not know about it. Chuck asked who had not heard about the barbeque. Discussion centered on how to make sure everyone is notified next year. Suggestions included putting flyers in the department mail boxes, putting up posters and sending a group e-mail to all employees. The food that was not used was donated to Senior Nutrition. The remaining soda and water were given to the Crisis Center.

Topics discussed at Management Council included:

The Employee Appreciation Barbeque

Management Training by Bob Perreault- October dates will be announced

A report on labor negotiations for Department Heads

Extra space at the Health and Human Services Building- Can temporary changes make use of the space that was intended for growth?

Lake Davis - property value questions

Fire update on the Moonlight Fire

Employee Budget Suggestions – A committee will meet with the C.A.O. to discuss suggestions.

Reports and Presentations

Discussion: Best questions to ask at an interview

Everyone was asked to bring three interview questions to discuss. Susie also handed out a sheet with sample questions designed to reveal a skill, trait or competency by asking the person being interviewed to relate a problem they faced, the action they took and the result they achieved. Open ended questions, digression and role playing scenarios were also suggested. The need to be consistent and ask each candidate exactly the same questions was stressed. The difficulty of remaining objective while living in a small community where everyone knows everyone was also discussed. Human Resources will be putting together a list of interview questions to choose from. Betty said that Social Services uses Merit Systems and has a separate testing and interview procedure.

New Business

The next MAG meeting will be in the conference room at Public Works.

Attendance

Mid managers in attendance:

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|--------------------|-----------------------------------|
| Susie Grant | Treasurer-Tax Collector |
| Katherine Marek | D.C.S.S. |
| Patty Green | Public Health |
| Jocelyn Cote | Public Health |
| Lynn Karge | Records Management |
| Karen Hayden | Social Services |
| Betsy Clover | Social Services |
| Betty Cortez-Young | Social Services |
| Joe Wilson | Building Department |
| Dale Snook | Veterans Services |
| Kelsey Hostetter | Treasurer/Tax Collector |
| Chuck Leonhardt | Management Council Representative |

Next Meeting

The next meeting will be Wednesday, October 10th, in the Public Works Conference Room.

Adjournment

The meeting was adjourned at 4:25 p.m.