

I received a response from Chairperson Moss instructing me to consult with legal regarding my question. Lanae scheduled a time to discuss this with me and Jack today at 2pm but that has since been cancelled. It is my hope we are able to reschedule that meeting soon.

Jon Anderson began the process of hiring an HR Director in June. The job was posted throughout July and interviews were conducted at the beginning of August. No further steps were taken in that hiring process until Ben inquired about the status of it yesterday. Ben gave that HR staff member a deadline of 2pm today to respond to that request. I emailed Ben asking that communication with HR staff to go through me as the Interim Director and that we would not be able to comply with his deadline due to needing a legal consult.

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consult.

Jon Anderson also began the hiring process of the Public Defender. This position is posted through October 25. I received an email from Ben yesterday ordering me to provide Public Defender application access by 1pm today to the hiring committee, which consists of himself, Jordan Epperson, and Commissioner Rhodea. I was seeking legal advice so I was unable to comply by the short deadline yesterday. I received a second email today requesting it be set up by 2pm today. I let Ben know that I am seeking legal advice and that I was hoping to meet with legal at 2pm today (which has been cancelled).

Previous employment contracts with County Administrators stated within the responsibilities and duties exhibit: *The County Administrator shall supervise the operation and performance of all County departments and department heads, except elected officials and their officers, and, with the approval of the Board, appoint and remove all heads of departments, other than elected officials.*

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supervise the operation and performance of all County departments and department heads, except elected officials and their officers, and, with the approval of the Board, appoint and remove all heads of departments, other than elected officials.

I hope this clarifies the nature of my email to the BOC and provides answers to your questions. Please note that hiring processes must comply with the [Ottawa County Employee Selection Policy](#). This policy requires final approval for hiring to be sought and obtained through the HR Department (section IV.A.) and that HR is involved in the interview process (section IV.D.3.)

Respectfully,

Zac VanOsdol | *Interim Human Resources Director*

12220 Fillmore Street | West Olive, Michigan 49460

Phone 616-738-4804 | Mobile call/text 616-566-5130