



## South Central Illinois Regional Planning Development Commission

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*Serving the Illinois Counties of Clay, Effingham, Fayette, Jasper and Marion since 1972*

**PUBLIC NOTICE:** The Monthly Meeting of the South Central Illinois Regional Planning & Development Commission will be held at 6:30 pm on Tuesday, September 24, 2024, at The Harvest Room in the Orchard Shopping Center, 1300 South Broadway, Suite 23A, Salem, IL 62881—Dinner Served @ 6:30 P.M.—Meeting @ 7:00 P.M.

### **MEETING AGENDA**

- I. Roll Call (Taken by Signature Sheet)**
- II. Recognition of Guests/Hearing of the Public**
- III. Approval of Minutes:**
  - a. August 2024 Monthly Meeting Minutes (Mailed/Emailed) pp. 1-4
- IV. Bills & Communications:**
  - a. Upcoming Grant Deadlines & Submissions (Mailed/Emailed) p. 5
- V. Treasurer's Reports:**
  - a. 8/16/24-9/15/24 Financials, CD's and Loans (Mailed/Emailed) pp. 6-11
- VI. Staff Progress Report:**
  - a. 8/16/24 – 9/15/24 (Mailed/Emailed) p. 12
- VII. Committee Report:**
  - a. September 12<sup>th</sup>, 2024 Executive Committee Meeting Minutes (Mailed/Emailed) pp. 13-16
    - i. FY-2025 Organizational Chart – *Approved* (Mailed/Emailed) p. 17
    - ii. Updated Job Descriptions – *Approved* (Mailed/Emailed) pp. 18-41
    - iii. Monthly/Bi-Monthly Meeting Amendment – *Tabled*
- VIII. New Business:**
  - a. SCIRPDC Personnel Policy Manual (Emailed) Attached Separately
    - i. Resolution Approving Amendments to the Personnel Policy Manual (Mailed/Emailed) p. 42
  - b. Commissioner Committee Assignments & Committee Roles pp. 43-45
  - c. "Program of the Month" – Planning Services
- IX. Old Business:**
  - a. Employment Retention Tax Credit (ERTC) Update – No Update
  - b. SCIRPDC Sign Property Damage Update
- X. Adjournment**

The Mission of the South Central Illinois Regional Planning & Development Commission is to Enhance Economic Development and Quality of Life for its Regional Citizens

✦ An Equal Opportunity Employer and Provider ✦