

# MEETING MINUTES

LIVINGSTON COUNTY

JANUARY 15, 2014 – 8:00 AM

**ADMINISTRATION BUILDING – CONFERENCE ROOM 4A**  
304 E. Grand River Avenue, Howell, MI 48843

## PERSONNEL SUBCOMMITTEE MEETING

COMM. VANHOUTEN       COMM. GRIFFITH       COMM. LAWRENCE

OTHERS: MARGARET DUNLEAVY, CINDY CATANACH, RICH MALEWICZ, LISA BETH HARVEY,  
BELINDA PETERS, JENNIFER PALMBOS, TERRY LEE

1. **CALL TO ORDER:** Meeting called to order by: Comm. VanHouten at 8:00 am.

2. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA  
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED

3. **CALL TO THE PUBLIC:** None.

4. **APPROVAL OF MEETING MINUTES of December 18, 2013:**

MOTION TO APPROVE THE FOLLOWING MEETING MINUTES DECEMBER 18, 2013  
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH  
ALL IN FAVOR – MOTION PASSED

5. **HUMAN RESOURCES:** Resolution to Approve the Creation of a Quality Improvement Specialist Position, Grade K With 911 Central Dispatch/Emergency Services

MOTION TO APPROVE THE ABOVE RESOLUTION  
MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE  
ALL IN FAVOR - MOTION PASSED

**6. HUMAN RESOURCES: Resolution to Approve the Job Reclassification of a Public Safety Technology Specialist Position Grade K to Sr. Public Safety Technology Specialist, Grade L**

**MOTION TO APPROVE THE ABOVE RESOLUTION  
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH  
ALL IN FAVOR - MOTION PASSED**

**7. REPORTS:**

**JENNIFER PALMBOS GAVE A BRIEF UPDATE ON THE STATUS OF THE RECLASSIFICATION OF THE INFRASTRUCTURE MANAGER'S EFFECTIVE DATE; DUE TO SOME EXTENUATING CIRCUMSTANCES, LEGAL COUNSEL AGREED THAT THE RECLASSIFICATION COULD BECOME EFFECTIVE AS ORIGINALLY PLANNED – NOVEMBER 15, 2013.**

**8. ADJOURNMENT**

**MOTIONED BY GRIFFITH / SECONDED BY LAWRENCE  
TO ADJOURN AT 8:17AM  
ALL IN FAVOR – MOTION PASSED**

Respectfully Submitted,

**TERRY LEE  
HR COORDINATOR**