

MEETING MINUTES

LIVINGSTON COUNTY

MARCH 19, 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: DEBRA KUBITSKEY, KEVIN WILKINSON, RICH MALEWICZ, MARGARET DUNLEAVY

DIANNE MCCORMICK, CINDY CATANACH, BELINDA PETERS, JENNIFER PALMBOS, TERRY LEE

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

2. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA WITH REMOVAL OF ITEM NO. 9 TO TABLE TO NEXT MEETING

MOVED BY: GRIFFITH / SECONDED BY: VAN HOUTEN

ALL IN FAVOR - MOTION PASSED

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

4. **APPROVAL OF MEETING MINUTES** of February 19, 2014:

MOTION TO APPROVE THE FOLLOWING MEETING MINUTES FEBRUARY 19, 2014

MOVED BY: GRIFFITH / SECONDED BY: VAN HOUTEN

ALL IN FAVOR – MOTION PASSED

5. **HUMAN RESOURCES:** Resolution to Approve the Job Reclassification of the Network Assistant To Senior Network Administrator, Grade K to Grade M (Information Technology)

MOTION TO APPROVE THE ABOVE RESOLUTION

MOVED BY: GRIFFITH / SECONDED BY: VAN HOUTEN

ALL IN FAVOR - MOTION PASSED

6. **HUMAN RESOURCES:** Resolution To Approve the Job Reclassification Of The Groundwater Specialist To Field Program Coordinator, Grade L to Grade M (Environmental Health)

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

7. **HUMAN RESOURCES:** Resolution To Approve The Job Reclassification Of The District Court Chief Account Clerk From Grade V To Grade VI

RESOLUTION TABLED UNTIL APRIL 16, 2014 MEETING

8. **HUMAN RESOURCES:** Resolution Approving The Filling Of The Benefits Specialist Position At Above Hire Rate

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

9. **DISCUSSION:**

Special Pay Policy Underpayments – Take it to wage and compensation committee

10. **ADJOURNMENT**

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

Respectfully Submitted,

**TERRY LEE
HR COORDINATOR**