

MEETING MINUTES

LIVINGSTON COUNTY

APRIL 16, 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, RICH McNULTY, JOHN EVANS, BELINDA PETERS

JENNIFER SLATER, 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
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED

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

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

MOTION TO APPROVE THE FOLLOWING MEETING MINUTES MARCH 19, 2014
MOVED BY: GRIFFITH / SECONDED BY: VAN HOUTEN
ALL IN FAVOR – MOTION PASSED

5. **REPORTS:**

- Tentative pay increase for July 1, 2014 of 1.95% based on increase in taxable value still needs final approval by the state; an increase for Equalization employees will need Board approval.
- Compensation Study – RFP will be released today. Bids will be due May 8th and potential vendors will be reviewed by the Strategic Planning Committee; they will then return to Personnel Committee on May 21st and to the Full Board on June 2nd. Major goals include streamlining job descriptions, advice on the current Special Pay Policy along with our two-tier step system.

6. DISTRICT COURT: Resolution to Approve the Job Reclassification of the District Court Chief Account Clerk from Grade V to Grade VI

**MOTION TO APPROVE THE ABOVE RESOLUTION
MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE
COMM. VAN HOUTEN ABSTAINED FROM VOTING
ALL IN FAVOR - MOTION PASSED**

7. CIRCUIT COURT CENTRAL SERVICES: Resolution to Approve the Creation of a Courts Program Coordinator at Grade Level J

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

8. CLOSED SESSION –UNION NEGOTIATIONS

**ROLL CALL TO GO INTO CLOSED SESSION AT: 8:16 AM
C. GRIFFITH – YES K. LAWRENCE – YES R. VANHOUTEN - YES
MOTION PASSED**

RETURN TO OPEN SESSION AT: 8:47 AM

**MOTION TO MOVE FORWARD WITH CIVIL COUNSEL’S RECOMMENDATIONS:
C. GRIFFITH – YES K. LAWRENCE – YES R.VANHOUTEN - YES**

9. ADJOURNMENT

**MOTIONED BY LAWRENCE / SECONDED BY GRIFFITH
TO ADJOURN AT 8:49 AM
ALL IN FAVOR – MOTION PASSED**

Respectfully Submitted,

**TERRY LEE
HR COORDINATOR**