

MEETING MINUTES

LIVINGSTON COUNTY

AUGUST 19, 2015 – 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 COMM. GREEN

OTHERS: MARGARET DUNLEAVY, MELISSA SCHARRER, DAVID READER, CINDY CATANACH, JENNIFER PALMBOS, TERRY LEE, KEN HINTON

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: GREEN
ALL IN FAVOR - MOTION PASSED

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

4. **APPROVAL OF MEETING MINUTES of July 22, 2015:**

MOTION TO APPROVE THE MINUTES OF JULY 22, 2015
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ALL IN FAVOR – MOTION PASSED

5. **REPORTS:** None

6. **HUMAN RESOURCES:** Resolution Approving the Reclassification of the Circuit Court Administrator, Gr. 13 to Circuit and Probate Court Administrator, Gr. 14

MOTION TO APPROVE THE ABOVE RESOLUTION
MOVED BY LAWRENCE / SECONDED BY GREEN
ALL IN FAVOR – MOTION PASSED

7. **HUMAN RESOURCES: Resolution Granting the Circuit Court's Request for Pay Above the Standard Rate for a Promoted Employee**

MOTION TO APPROVE THE ABOVE RESOLUTION
MOVED BY GREEN / SECONDED BY LAWRENCE
ALL IN FAVOR – MOTION PASSED

8. **HUMAN RESOURCES: Resolution to Revise the Classification and Compensation Administrative Guidelines**

MOTION TO TO APPROVE THE ABOVE RESOLUTION AND
FORWARD TO FINANCE COMMITTEE
MOVED BY LAWRENCE / SECONDED BY GREEN
ALL IN FAVOR – MOTION PASSED

9. **ADMINISTRATION: Resolution Authorizing an Additional Contribution to MERS**

MOTION TO TO APPROVE THE ABOVE RESOLUTION AND
FORWARD TO FINANCE COMMITTEE
MOVED BY GRIFFITH / SECONDED BY GREEN
ALL IN FAVOR – MOTION PASSED

10. **HUMAN RESOURCES: Resolution Authorizing a Strategic Business Partnership Agreement with Cleary University**

MOTION TO TO APPROVE THE ABOVE RESOLUTION AND
FORWARD TO FINANCE COMMITTEE
MOVED BY GRIFFITH / SECONDED BY GREEN
ALL IN FAVOR – MOTION PASSED

11. HUMAN RESOURCES: Resolution to Suspend the Voluntary Furlough Policy for Livingston County Employees

**MOTION TO TO APPROVE THE ABOVE RESOLUTION AND
FORWARD TO FINANCE COMMITTEE
MOVED BY GRIFFITH / SECONDED BY LAWRENCE
ALL IN FAVOR – MOTION PASSED**

12. HUMAN RESOURCES: Resolution to Certify Officer and Employee Delegates to the Municipal Employees' Retirement System Annual Meeting

**MOTION TO APPROVE THE ABOVE RESOLUTION AND
FORWARD TO FINANCE COMMITTEE
MOVED BY LAWRENCE / SECONDED BY GREEN
ALL IN FAVOR – MOTION PASSED**

13. ADJOURNMENT

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

Respectfully Submitted,

**TERRY LEE
HR COORDINATOR**