

MEETING MINUTES

LIVINGSTON COUNTY

AUGUST 21, 2013 – 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: JEFF BOYD, KEVIN WILKINSON, JIM ROWELL, CINDY CATANACH, SUSAN BENNETT,

MARGARET DUNLEAVY, DIANE BOCKHAUSEN, BELINDA PETERS, TERRY LEE, BOB SMITH,

CARL PARDON, JENNIFER PALMBOS

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: GRIFFITH / SECONDED BY: LAWRENCE
ALL IN FAVOR - MOTION PASSED

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

4. **APPROVAL OF MEETING MINUTES of July 17, 2013:**

MOTION TO APPROVE THE FOLLOWING MEETING MINUTES JULY 17, 2013
MOVED BY: LAWRENCE / SECONDED BY: VAN HOUTEN
ALL IN FAVOR – MOTION PASSED

5. **REPORTS:**

➤ Strategic Planning Comprehensive Compensation

➤ Holiday – Orphan Days

6. COMMUNITY CORRECTIONS: Resolution To Approve The Job Reclassification Of The Pre-Trial Investigator Position From Grade Level J To Grade Level I

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

7. HUMAN RESOURCES: Resolution To Approve The Hiring Of A Plumbing Inspector At A Rate Of Pay Above The Current Hire Rate

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

8. VETERANS AFFAIRS: Resolution To Concur With The Livingston County Department Of Veterans Affairs Committee Regarding Veterans Counseling Staffing

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

9. EMS: Resolution Authorizing "Just Culture" Training Expenditure For Livingston County Management Staff

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

10. HUMAN RESOURCES: Resolution Amending The Livingston County Definition Of A Dependent For Medical, Dental And Vision Plans

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

11. HUMAN RESOURCES: Resolution Authorizing The Signing Of An Updated Business Associate Agreement Between Livingston County And Brown And Brown Of Central Michigan In Compliance With HIPAA As Amended By The Hitech Act

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

12. ADJOURNMENT

**MOTIONED BY LAWRENCE / SECONDED BY GRIFFITH
TO ADJOURN AT 8:26AM
ALL IN FAVOR – MOTION PASSED**

Respectfully Submitted,

**TERRY LEE
HR COORDINATOR**