

MEETING MINUTES

LIVINGSTON COUNTY

APRIL 20, 2016 – 8:30 A.M.

OR IMMEDIATELY FOLLOWING FINANCE

ADMINISTRATION BUILDING – CONFERENCE ROOM 4A

304 E. Grand River Avenue, Howell, MI 48843

PERSONNEL SUBCOMMITTEE MEETING

COMM. VANHOUTEN COMM. GRIFFITH COMM. LAWRENCE COMM. GREEN

ELIZABETH HUNDLEY, BRUCE HUNDLEY, JENNIFER PALMBOS, KEN HINTON, CINDY CATANACH,
KELLI HAWORTH

1. **CALL TO ORDER:** Meeting called to order by: Comm. VanHouten at 10:15 am.

2. **APPROVAL OF AGENDA:**

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

3. **APPROVAL OF MEETING MINUTES** of March 16, 2016 and Closed Session Minutes of March 16, 2016:

MOTION TO APPROVE THE MINUTES OF MARCH 16, 2016 AND
CLOSED SESSION MINUTES OF MARCH 16, 2016
MOVED BY: LAWRENCE / SECONDED BY: GREEN
ALL IN FAVOR – MOTION PASSED

4. **TABLED ITEMS FROM PREVIOUS MEETING:** None.

5. **REPORTS:**

- Jennifer Palmbos gave the Committee a report on our on-going wellness program. Since we began the pilot program in 2013, the program has been well received by employees and we have been working on building the program. This year we were able to utilize the Blue Cross Blue Shield enhancement by having an on-site wellness coordinator available. Our contact is Angie Jenkins who has held various wellness information meetings around the county each month. We are spreading the idea of encouraging a wellness/well-being culture. On May 3 the County will be having a Health Fair which they have not had in several years. It will be held outside (weather permitting) between the Historic Courthouse and the Administration Building. Weather contingent plan would be inside the Administration Building on the first floor utilizing the vestibule area and Conference Room 1.

6. RESOLUTIONS FOR CONSIDERATION:

7. HUMAN RESOURCES: Resolution to Amend Resolution 2016-03-055 PC Approving the Pay Grade for the Newly Created Veterans Treatment Court Coordinator Position at Grade 4 Of The Court Union Scale

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

8. CALL TO THE PUBLIC:

- **Bruce Hundley addressed the board regarding aspects of the proposed job description for the Veterans Treatment Coordinator. His concerns with items #4, 12 and 22 of the job description if it does become a funded position from the Veterans proposed mileage. He feels the Veterans Court is a great program but maybe the position being discussed should be a Specialty Court Coordinator to cover all the specialty courts instead of just dedicated to the Veterans Court.**

9. CLOSED SESSION:

**ROLL CALL TO GO INTO CLOSED SESSION AT: 10:46 AM
K. LAWRENCE – YES R. VANHOUTEN – YES B. GREEN – YES
C. GRIFFITH – ABSENT
MOTION PASSED**

**RETURN TO OPEN SESSION AT: 10:51 AM
MOVED BY: LAWRENCE / SECONDED BY: GREEN**

10. ADJOURNMENT

**MOTIONED BY LAWRENCE / SECONDED BY GREEN
TO ADJOURN AT 10:52 AM
ALL IN FAVOR – MOTION PASSED**

Respectfully Submitted,

**KELLI HAWORTH
ADMINISTRATIVE ASSISTANT**