

# MEETING MINUTES

LIVINGSTON COUNTY

**AUGUST 17, 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

TERRY LEE, JENNIFER PALMBOS, CINDY CATANACH, ERIC SANBORN, DIANNE MCCORMICK,  
ELIZABETH HUNDLEY

1. **CALL TO ORDER:** Meeting called to order by: Comm. VanHouten at 8:49 am.

2. **APPROVAL OF AGENDA:**

**MOTION TO ADD CLOSED SESSION: LABOR RELATIONS UPDATE**

**MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE**

**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 20, 2016 and Closed Session Minutes of July 20, 2016:**

**MOTION TO APPROVE THE MINUTES OF JULY 20, 2016 AND**

**CLOSED SESSION MINUTES OF JULY 20, 2016**

**MOVED BY: GREEN / SECONDED BY: GRIFFITH**

**ALL IN FAVOR – MOTION PASSED**

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

6. **REPORTS:** None.

**7. RESOLUTIONS FOR CONSIDERATION:**

- 8. SHERIFF: Resolution To Approve An Annual Voluntary Fitness Program For Sheriff's Office Employees**

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

- 9. HUMAN RESOURCES: Resolution To Approve The Pay Grade For The Newly Created Community Health Worker Position At Grade 3**

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

- 10. ADMINISTRATION: Resolution Authorizing An Additional Contribution To MERS**

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

- 11. HUMAN RESOURCES: Resolution To Certify Officer And Employee Delegates To Municipal Employees' Retirement System Annual Conference**

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

**12. CLOSED SESSION:**

<p><b>ROLL CALL TO GO INTO CLOSED SESSION AT: 9:10 AM</b> <b>K. LAWRENCE – YES   R. VANHOUTEN – YES   B. GREEN – YES   C. GRIFFITH – YES</b> <b>MOTION PASSED</b></p>
<p><b>RETURN TO OPEN SESSION AT: 9:27 AM</b> <b>Moved BY: LAWRENCE / SECONDED BY: GRIFFITH</b></p>

**13. ADJOURNMENT**

<p><b>MOTIONED BY LAWRENCE / SECONDED BY GRIFFITH</b> <b>TO ADJOURN AT 9:27 AM</b> <b>ALL IN FAVOR – MOTION PASSED</b></p>
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Respectfully Submitted,

**TERRY LEE**  
**HR COORDINATOR**