

MEETING MINUTES

LIVINGSTON COUNTY

DECEMBER 16, 2015 – 8:00 A.M.

ADMINISTRATION BUILDING – CONFERENCE ROOM 4A
304 E. Grand River Avenue, Howell, MI 48843

PERSONNEL SUBCOMMITTEE MEETING

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

BRIAN JONCKHEERE, MICHELLE LAROSE, JENNIFER PALMBOS, KEN HINTON, CINDY CATANACH,
TERRY LEE

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: GRIFFITH
ALL IN FAVOR - MOTION PASSED

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

4. **APPROVAL OF MEETING MINUTES** of November 18, 2015 and Closed Session Minutes of November 18, 2015:

MOTION TO APPROVE THE MINUTES OF NOVEMBER 18, 2015 AND
CLOSED SESSION MINUTES OF NOVEMBER 18, 2015
MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE
ALL IN FAVOR – MOTION PASSED

5. **REPORTS:** None.

6. **HUMAN RESOURCES:** Resolution To Affirm The Reclassification Analysis For The Position Of Office Manager

MOTION TO TABLE THE ABOVE RESOLUTION TO THE NEXT MEETING
MOVED BY GRIFFITH / SECONDED BY LAWRENCE
ALL IN FAVOR – MOTION PASSED

7. HUMAN RESOURCES: Resolution To Affirm The Reclassification Analysis For The Position Of Swift And Sure Case Manager

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

8. HUMAN RESOURCES: Resolution Authorizing The Signing Of The 2016 Administrative Services Agreement And Schedule A – Renewal Term January 2016 to December 2016 With Blue Cross Blue Shield Of Michigan

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

9. DISCUSSION: PAYMENT OF RECLASSIFICATION DISCUSSION

- SINCE ALL APPEALS ARE COMPLETED, DEPARTMENTS WILL NOW BE CHARGED FOR EACH JOB RECLASSIFICATION.

10. CLOSED SESSION:

ROLL CALL TO GO INTO CLOSED SESSION AT: 8:47 AM
C. GRIFFITH – YES K. LAWRENCE – YES R. VANHOUTEN – YES B. GREEN - YES
MOTION PASSED

RETURN TO OPEN SESSION AT: 8:59 AM
MOVED BY: LAWRENCE / SECONDED BY: GREEN

11. ADJOURNMENT

MOTIONED BY LAWRENCE / SECONDED BY GRIFFITH
TO ADJOURN AT 9:00 AM
ALL IN FAVOR – MOTION PASSED

Respectfully Submitted,

TERRY LEE
HR COORDINATOR