

MEETING MINUTES

LIVINGSTON COUNTY

FEBRUARY 15, 2017 – 8:00 A.M.

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

PERSONNEL SUBCOMMITTEE MEETING

COMM. GRIFFITH COMM. LAWRENCE COMM. GREEN COMM. BEZOTTE

JENNIFER PALMBOS, CINDY CATANACH, KEN HINTON, ELIZABETH HUNDLEY, KEVIN WILKINSON,
JENNIFER SLATER, SUE BOSTWICK, MIKE MURPHY, COMM. DOMAS, RICH MALEWICZ, JONI
HARVEY, JULIE WITHERS, JILL BREEN, JEFF BOYD, ADAM CARROLL

1. **CALL TO ORDER:** Meeting called to order by: Comm. Griffith at 8:50 am.

2. **APPROVAL OF AGENDA:**

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

3. **CALL TO THE PUBLIC:**

- Sheriff, Mike Murphy addressed the committee regarding the upcoming 911 Director vacancy. He relayed to the board that his understanding a few years back was that Chad Chewning was brought in as Deputy Director to be utilized in the succession planning system which would result in promotion to Director position when ready. He has seen a lot of good changes within the department and how they communicate with the public safety field as vastly improved.
- Chief Hartland Deerfield Fire Authority, Adam Carroll spoke as well and concurred with everything that Sheriff Mike Murphy stated in support of Chad Chewning to be appointed as Director.

4. **APPROVAL OF MEETING MINUTES of January 18, 2017 and Closed Session Meeting Minutes of December 21, 2016:**

MOTION TO APPROVE THE MINUTES OF JANUARY 18, 2017 AND
CLOSED SESSION MEETING MINUTES OF DECEMBER 21, 2016
MOVED BY: LAWRENCE / SECONDED BY: BEZOTTE
ALL IN FAVOR – MOTION PASSED

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

6. **REPORTS:** None.

7. RESOLUTIONS FOR CONSIDERATION:

- 8. COUNTY CLERK: Resolution To Approve The Change of Title For A Vital Records Clerk Position (Position #20500104) To Senior Vital Records Clerk**

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

- 9. HUMAN RESOURCES: Resolution To Approve The Pay Grade For The Newly Created Crime Analyst Position At Grade 5**

**MOTION TO APPROVE THE ABOVE RESOLUTION WITH
SLIGHT CORRECTIONS – MAKING FULL-TIME TO PART-TIME
MOVED BY GREEN / SECONDED BY BEZOTTE
ALL IN FAVOR – MOTION PASSED**

10. DISCUSSION: PROCEDURE TO FILL UPCOMING DIRECTOR VACANCIES (EQ/911)

- **KEN HINTON BEGAN THE DISCUSSION INFORMING THE COMMITTEE OF TWO POSITIONS BECOMING OPEN IN THE NEAR FUTURE IN EQUALIZATION AND 911 CENTRAL DISPATCH. HE IS SEEKING DIRECTION FROM THE COMMITTEE ON HOW TO PROCEED IN FILLING THESE POSITIONS.**
- **CURRENTLY FOR OUR COUNTY EQUALIZATION DEPARTMENT, WE EXPECT TO HAVE A VACANCY IN THE DEPARTMENT DIRECTOR ROLE AS THE CURRENT DIRECTOR EXPECTS TO RETIRE IN APRIL, 2017. LIVINGSTON COUNTY IS UNDER REGULATIONS FROM THE STATE TAX COMMISSION THAT ALLOWS OUR COUNTY DIRECTOR TO BE A LEVEL 3. THEREFORE, WE CAN HIRE A LEVEL 3 QUALIFIED CANDIDATE OR PROMOTE WITHIN AS OUR CURRENT DEPUTY DIRECTOR HAS LEVEL 3 QUALIFICATIONS.**
- **FOR 911 CENTRAL DISPATCH, OPEN DISCUSSION OCCURRED FROM ALL COMMITTEE MEMBERS AND SEVERAL OTHERS IN ATTENDANCE.**

- **COMMISSIONER LAWRENCE MADE A MOTION FOR A ONE-TIME EXCEPTION TO THE CURRENT POLICY TO RECOMMEND TO THE COUNTY ADMINISTRATOR KEN HINTON TO RECOMMEND APPOINTMENT OF CHAD CHEWNING TO THE POSITION OF 9-1-1 CENTRAL DISPATCH DIRECTOR TO THE BOARD OF COMMISSIONERS.**

MOTION FOR A ONE-TIME EXCEPTION TO CURRENT POLICY TO RECOMMEND TO THE COUNTY ADMINISTRATOR KEN HINTON TO RECOMMEND APPOINTMENT OF CHAD CHEWNING TO THE POSITION OF 9-1-1 CENTRAL DISPATCH DIRECTOR TO THE BOARD OF COMMISSIONERS

MOVED BY GREEN / SECONDED BY BEZOTTE

ALL IN FAVOR – MOTION PASSED

11. ADJOURNMENT

MOTIONED BY GREEN / SECONDED BY BEZOTTE

TO ADJOURN AT 9:43 AM

ALL IN FAVOR – MOTION PASSED

Respectfully Submitted,

**KELLI HAWORTH
ADMINISTRATIVE SPECIALIST**