

# MEETING MINUTES

LIVINGSTON COUNTY

**JANUARY 18, 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,  
DOUG HELZERMAN, KELLI HAWORTH

1. **CALL TO ORDER:** Meeting called to order by: Comm. Griffith at 8:00 am.
2. **WELCOME:** Comm. Griffith gave a warm welcome and brief overview of the Personnel Committee to Comm. Bezotte
3. **APPROVAL OF AGENDA:**

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

4. **CALL TO THE PUBLIC:** None
5. **APPROVAL OF MEETING MINUTES** of December 21, 2016 and Closed Session Meeting Minutes of December 21, 2016:

MOTION TO APPROVE THE MINUTES OF DECEMBER 21, 2016  
MOVED BY: LAWRENCE / SECONDED BY: GREEN  
ALL IN FAVOR – MOTION PASSED  
CLOSED SESSION MEETING MINUTES OF DECEMBER 21, 2016 ARE TABLED  
A SMALL CORRECTION NEEDED TO BE MADE TO THE MINUTES  
AND WILL BE AVAILABLE AT THE FEBRUARY 15 MEETING

6. **TABLED ITEMS FROM PREVIOUS MEETING:** None.
7. **REPORTS:** None.

**8. RESOLUTIONS FOR CONSIDERATION:**

- 9. HUMAN RESOURCES: Resolution To Approve The Job Reclassification of the Elections Coordinator/Deputy Clerk From Grade 7 to Grade 8**

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

- 10. HUMAN RESOURCES: Resolution To Amend the Classification/Compensation Administrative Guidelines**

**MOTION TO APPROVE THE ABOVE RESOLUTION WITH SLIGHT CORRECTIONS AND  
MOVE TO FINANCE AGENDA  
MOVED BY GREEN / SECONDED BY BEZOTTE  
ALL IN FAVOR – MOTION PASSED**

**11. ADJOURNMENT**

**MOTIONED BY LAWRENCE / SECONDED BY GREEN  
TO ADJOURN AT 8:16 AM  
ALL IN FAVOR – MOTION PASSED**

Respectfully Submitted,

**KELLI HAWORTH  
ADMINISTRATIVE SPECIALIST**