

# PERSONNEL COMMITTEE AGENDA

November 13, 2019, 8:00 am  
304 E. Grand River, Conference Room 4, Howell, MI 48843

Pages

1. CALL MEETING TO ORDER

2. APPROVAL OF AGENDA

3. CALL TO THE PUBLIC

4. APPROVAL OF MINUTES

2

Minutes of Meeting Dated October 16, 2019

5. TABLED ITEMS FROM PREVIOUS MEETINGS

None. Tabled LETS Resolution from 10-16-2019 will be added to future Personnel Committee Agenda.

6. REPORTS

**6.1 Energage**

Employee Engagement Survey Presentation

7. RESOLUTIONS FOR CONSIDERATION

8. ADJOURNMENT

**PERSONNEL COMMITTEE**  
**MEETING MINUTES**  
**Livingston County**

October 16, 2019, 8:00 am  
304 E. Grand River, Conference Room 4, Howell, MI 48843

Members Present  
William Green , Carol Griffith, Douglas Helzerman

**1. CALL MEETING TO ORDER**

The meeting was called to order by Commissioner Green at 8:00 a.m.

**2. APPROVAL OF AGENDA**

Motion to approve Agenda as presented.

**Moved By** C. Griffith

**Seconded By** D. Helzerman

**Motion Carried (3-0-0)**

**3. CALL TO THE PUBLIC**

None.

**4. APPROVAL OF MINUTES**

Minutes of Meeting Dated: September 18, 2019

Motion to approve the minutes as presented.

**Moved By** D. Helzerman

**Seconded By** C. Griffith

**Motion Carried (3-0-0)**

**5. TABLED ITEMS FROM PREVIOUS MEETINGS**

None.

**6. REPORTS**

None.

**7. RESOLUTIONS FOR CONSIDERATION**

**7.1 LETS Department**

Resolution Approving the Job Review for the Dispatcher/Trainer/Driver position  
Tabled to future meeting.

**Moved By** C. Griffith

**Seconded By** D. Helzerman

**Motion Tabled (3-0-0)**

**7.2 LETS Department**

Resolution Amending the LETS Inclement Weather Policy

Motion to approve the above Resolution and move forward to Finance  
Committee.

**Moved By** C. Griffith

**Seconded By** D. Helzerman

**Motion Carried (3-0-0)**

**7.3 Human Resources**

Resolution Authorizing the Purchase of MERS Military Service Credit by Todd  
Cox

Motion to approve the above Resolution and move forward to Finance  
Committee.

**Moved By** D. Helzerman

**Seconded By** C. Griffith

**Motion Carried (3-0-0)**

**7.4 Public Defender**

Resolution Approving the Pay Grades for Five Newly Created Positions in the  
Public Defender Department

Motion to approve the above Resolution as presented.

**Moved By** D. Helzerman

**Seconded By** C. Griffith

**Motion Carried (3-0-0)**

**8. CLOSED SESSION**

Collective Bargaining Update

Motion to go into Closed Session at 8:15 a.m.

**Moved By** D. Helzerman

**Seconded By** C. Griffith

**Motion Carried (3-0-0)**

Motion to return to Open Session at 8:50 a.m.

**Moved By** C. Griffith

**Seconded By** D. Helzerman

**Motion Carried (3-0-0)**

**9. CALL TO THE PUBLIC**

Commissioner Nakagiri requested job descriptions for all court employees. Information needed to finalize budget recommendations. Ken Hinton shared Livingston County is waiting on information from SCAO regarding a possible staffing study to evaluate next steps.

**10. ADJOURNMENT**

Motion to adjourn the meeting at 9:08 a.m.

**Moved By** D. Helzerman

**Seconded By** C. Griffith

**Motion Carried (3-0-0)**

Respectfully submitted by:

Kim Kanik

Recording Secretary