

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Reclassification of the District Court Administrator - District Court

WHEREAS, the District Court Administrator has the responsibility for managing and coordinating the administrative functions of the District Court including fiscal and personnel management; and

WHEREAS, prior to the Court's adoption of the Trial Court Administrator template, the District Court Administrator position had full responsibility for District Court administration and operations under the direction of the judiciary. This model will once again be operational; and

WHEREAS, this position has been evaluated by Municipal Consulting Services, LLC., who is recommending the District Court Administrator position be reclassified at the Non-Union Grade 13; and

WHEREAS, the position change results in \$7,900 total additional costs which will be funded from savings from the reclassification of the Trial Court Administrator position.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the reclassification of the District Court Administrator from Non-Union Grade 12 to Non-Union Grade 13.

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NOTE: This job analysis needs only Personnel Subcommittee approval and does not need to move forward to any other committee, pursuant to Livingston County Board of Commissioner's policy.

MOVED:

SECONDED:

CARRIED: