



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY COURTS CENTRAL SERVICES

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Memorandum

To: Livingston County Board of Commissioners
From: Sara Applegate, J.D., Specialty Courts and Programs Administrator
Date: December 12th, 2022
Re: Resolution Approving the Reclassifying the Resource Coordinator – Court Central Services

The position of Veterans Treatment Court Coordinator will become vacant on December 16th, 2022. Upon review of caseloads, duties, and time required to fulfill these duties, the Court has determined that it would be a more effective use of resources to merge the Veterans Treatment Court Coordinator duties into the current Resource Coordinator position. This position has been responsible for managing the day-to-day functions of the Intensive Treatment Court and Adult Drug Court. This re-classification would add the same/similar duties for Veterans Treatment Court Coordinator position.

MGT Consulting Services, LLC. (“MGT”) reviewed the proposed duties and responsibilities of the Resource Coordinator and recommends continuing allocation of the Resource Coordinator to **Grade 7** of Livingston’s recently updated Salary Schedule.

This position is currently funded by State and Federal grants and will continued to be funded this way with the re-classification.

Thank you for your consideration. If you have any questions regarding this matter, please do not hesitate to contact me.