

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: February 6, 2023

Resolution Authorizing the Reclassification of Veterans Benefits Counselor Positions – Veteran Services

WHEREAS, the Veterans Services Office has three levels of Veterans Benefits Counselor positions, which are commensurate with education and experience in the role; and

WHEREAS, the Veterans Services Office and Committee wishes to convert two current Veterans Benefits Counselor I positions to Veterans Benefits Counselor II positions, based on both counselors having obtained the level of experience required to move up; and

WHEREAS, the Veterans Services Office and Committee supports reclassifying the current Veteran Benefits Counselor-Relief and Veteran Benefits Counselor-Claims positions into one classification, Veteran Benefits Counselor that is cross-trained in both Relief fund and Claims duties; and

WHEREAS, the positions have been evaluated by MGT Consulting Services, L.L.C., who is recommending combining of Veterans Benefits Counselor -Relief and Veteran Benefits Counselor-Claims into a single three-tiered classification based on education and experience.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the conversion of budgeted Veterans Benefits Counselor I positions to Veterans Benefits Counselor II positions and authorize any budgeted amendments necessary to effectuate the above change, effective January 1, 2023.

BE IT FURTHER RESOLVED that Veterans Benefits Counselor - Relief and Veteran Benefits Counselor-Claims be reclassified into a single three-tiered classification based on education and experience.

CURRENT:

Position #	Description	Group	Grade	FTE	Status
68200105	VETERAN COUNSELOR RELIEF III	NU	8	1.00	A
68200111	VETERAN COUNSELOR CLAIMS III	NU	8	1.00	A
68200103	VETERAN COUNSELOR CLAIMS I	NU	6	1.00	A
68200104	VETERAN COUNSELOR CLAIMS I	NU	6	1.00	A

PROPOSED:

Position #	Description	Group	Grade	FTE	Status
68200105	VETERAN COUNSELOR III	NU	8	1.00	A
68200111	VETERAN COUNSELOR III	NU	8	1.00	A
68200103	VETERAN COUNSELOR II	NU	7	1.00	A
68200104	VETERAN COUNSELOR II	NU	7	1.00	A

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Note: These job analyses need only Personnel Committee approval and do not need to move forward to any other committee per Board of Commissioner approved policy.

MOVED:

SECONDED:

CARRIED: