

## Personnel Committee

### Meeting Minutes



February 6, 2023, 7:00 p.m.

Board of Commissioners Meeting Location

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC

<https://us02web.zoom.us/j/3997000062>

Member Present: Frank Sample, Douglas Helzerman, Wes Nakagiri, Martin Smith

---

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Commissioner Frank Sample at 6:57pm.

2. Roll Call

SAMPLE HELZERMAN NAKAGIRI SMITH

Roll call by the recording secretary indicated the presence of a quorum.

3. Approval of Agenda

Motion to Approve the Agenda as Presented.

Moved By: Doug Helzerman

Seconded By: Wes Nakagiri

Yes (4) D. Helzerman, M. Smith, W. Nakagiri, F. Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

4. Call to the Public

Ed Nias Brighton Mi

5. Approval of Minutes

5.1 Meeting Minutes dated: January 9, 2023

Motion to Approve the Minutes as Presented.

Moved By: Martin Smith

Seconded By: Doug Helzerman

Yes (4) D. Helzerman, M. Smith, W. Nakagiri, F. Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

6. Tabled Items from Previous Meetings

None.

7. Reports

Commissioner Sample reported there is a townhall meeting coming up in Marion Township regarding Solar Panels.

8. Resolutions for Consideration

8.1 Veterans Services

Resolution Authorizing the Reclassification of Veterans Benefits Counselor Positions—Veterans Services

Motion to Approve the Resolution as Presented.

Moved By: Wes Nakagiri

Seconded By: Doug Helzerman

Yes (4) D. Helzerman, M. Smith, W, Nakagiri, F, Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

8.2 Veterans Services

Resolution Authorizing the Reclassification of a Veterans Administrative Aide Position

Motion to Approve the Resolution as Presented.

Moved By: Martin Smith

Seconded By: Doug Helzerman

Yes (4) D. Helzerman, M. Smith, W, Nakagiri, F, Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

8.3 Board of Commissioners

Resolution Amending Resolution 2021-06-095 Establishing Uniform Procedure for Nominating and Selecting Citizens for Board Committee Appointed Positions

Motion to Approve the Resolution as Presented and Move to the Board

Moved By: Doug Helzerman

Seconded By: Martin Smith

Yes (4) D. Helzerman, M. Smith, W, Nakagiri, F, Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

8.4 Health Department

Resolution Authorizing the Reclassification of Certain Public Health Department Clerical Positions

Motion to Approve the Resolution as Presented.

Moved By: Doug Helzerman

Seconded By: Wes Nakagiri

Yes (4) D. Helzerman, M. Smith, W, Nakagiri, F, Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

8.5 Health Department

Resolution Creating the Public Water Supply Coordinator Job Classification

Moved By: Doug Helzerman

Seconded By: Martin Smith

Motion to Amend the Resolution

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the establishment of the Public Water Supply Coordinator job classification at the non-union Grade 10. \* *Contingent based on Grant Funding.*

Motion Moved By: Wes Nakagiri

Seconded By: Doug Helzerman

Yes (4) D. Helzerman, M. Smith, W, Nakagiri, F, Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

9. Adjournment

Motion to Adjourn at 8:05pm

Moved By: Doug Helzerman

Seconded By: Wes Nakagiri

Yes (4) D. Helzerman, M. Smith, W, Nakagiri, F, Sample; No (0); Absent (0)

**Motion Carried (4-0-0)**

Pam Dinsmore

Recording Secretary