



Personnel Committee Meeting Minutes

March 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 Sample at 6:45 p.m.
All rose for the Pledge of Allegiance to the Flag of the United States of America.

2. Roll Call:

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

3. Approval of Agenda

Motion to approve the Agenda as presented.

It was moved by D. Helzerman
Seconded by M. Smith

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

4. Call to the Public

Nathan Burd, Hartland Township; addressed the members of the Committee.; Michelle;
Cherie LaRou - Green Oak Township; Sarvosich - Hartland Township

5. Approval of Minutes

5.1 Meeting Minutes dated: February 06, 2023

Motion to approve the Minutes as presented.

It was moved by D. Helzerman
Seconded by W. Nakagiri

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

6. Tabled Items from Previous Meetings: None.

7. Reports: None.

8. Discussion

Energage: Employee Engagement Survey Results.

Jennifer Palmbos; Human Resources Department Director; introduced Tom Devane of Energage to present the report of the Employee Engagement survey. Tom presented a PowerPoint Presentation of information including the objectives of the survey;

Tom will attend the next Dept Directors meeting to address the results with Department Directors. The presentation can be shared with the Full Board, Admin and HR will provide feedback to the Full Board.

9. Resolutions for Consideration

9.1 Human Resources

Resolution to Approve the Sixth Amendment to The Livingston County Retiree Health Care Plan

Recommend motion to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: M. Smith

Jennifer Palmbos, Human Resources Department Director, presented the resolution and answered questions from committee members.

Yes (3): F. Sample, D. Helzerman, and M. Smith

No (1): W. Nakagiri

Motion Carried (3 to 1)

9.2 Equalization

Resolution Creating the Deputy Director of Equalization Job Classification

Motion to approve the Resolution.

It was moved by: D. Helzerman

Seconded by: M. Smith

Sue Bostwick, Equalization Department Director, presented the resolution and answered questions from the Committee.

Commissioner Nakagiri requested Commissioners be involved in selection of the Deputy Director, as the Director is appointed by the Board of Commissioners.

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

9.3 Board of Commissioners

Resolution Approving the Reclassification of the Board of Commissioners Administrative Specialist to Office Manager.

Motion to approve the Resolution.

It was moved by: D. Helzerman

Seconded by: M. Smith

Discussion.

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

9.4 Board of Commissioners (2023-02-019)

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

Motion to recommend the resolution to the Board of Commissioners.

Moved by: W. Nakagiri

Seconded by: D. Helzerman

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

Motion to amend the resolution to insert: "Department heads involved in the management of a board or committee with a vacancy shall also be notified of the vacancy and the posting," to section #2 after "Commissioners shall receive notice of a posting opening and closing, for the duration of the posting, via the Administrator's newsletter."

It was moved by: D. Helzerman

Seconded by: M. Smith

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Amendment Carried (4 to 0)

9.5 Board of Commissioners

Resolution Approving an Appointment to the Michigan Department of Human Services Board

Motion to recommend the resolution to the Board of Commissioners.

Moved by: W. Nakagiri

Seconded by: D. Helzerman

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

9.6 Board of Commissioners

Resolution Approving an Appointment to the Livingston County Planning Commission

Motion to recommend the resolution to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: M. Smith

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)

10. Adjournment

Motion to Adjourn the meeting at 8:06 pm.

Moved by: D. Helzerman
Seconded by: M. Smith

Yes (4): F. Sample, D. Helzerman, W. Nakagiri, and M. Smith

Motion Carried (4 to 0)



Natalie Hunt, Recording Secretary

UNAPPROVED