

RESOLUTION

NO: 2023-12-207

LIVINGSTON COUNTY

DATE: December 21, 2023

Resolution Approving the Filling of the Director of Personal and Preventive Health Services/Deputy Health Officer at Above Hire Rate – Health Department

- WHEREAS,** the Director of Personal and Preventive Health Services/Deputy Health Officer position will become vacant on January 12, 2024 with the resignation of the incumbent; and
- WHEREAS,** the position is responsible for the overall management of the Personal and Preventive Health Services Division of the Health Department, serving a vital public health role; and
- WHEREAS,** the position vacancy was posted both internally and externally; and
- WHEREAS,** the top three applicants were interviewed and evaluated by leadership within the Health Department, including the Health Officer and Deputy Health Officer/Director of Environmental Health; and
- WHEREAS,** based on market conditions, the required minimum experience qualifications and at the request of the successful candidate, it is recommended to offer the selected candidate starting pay at Grade 14, Step 4 (\$108,895), contingent upon acceptable background checks; and
- WHEREAS,** the selected candidate requests starting vacation accruals to begin at the mid-level tier (17 days per year) which shall be immediately available; and
- WHEREAS,** when this vacancy was last filled in 2021 a similar resolution was approved due to the same considerations as detailed above; and
- WHEREAS,** pursuant to the Classification and Compensation Administrative Guidelines this resolution would typically be considered by the Personnel Committee, but due to the timing of next scheduled meeting, the chair of Personnel has allowed this resolution to bypass Personnel and be considered by the Full Board; and
- WHEREAS,** funding for this position is approved and included in the 2024 operating budget.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners, pursuant to the Classification and Compensation Administrative Guidelines, authorizes and approves the hiring of the Director of Personal and Preventive Health Services/Deputy Health Officer of the Health Department at Grade 14, Step 4 with vacation accruals starting at 17 days per year, and available immediately.

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**MOVED:
SECONDED:
CARRIED:**