

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
Joint Meeting with Finance
MINUTES OF JUNE 8th, 2011

Committee Chair Tim Shafer called the meeting to order at 5:03 p.m. in the Clavey Room of the Livingston County Courthouse. The meeting was held in joint session with the Livingston County Finance Committee.

Present: Arbogast, Allen, Fannin, Heath, McGlasson, Young
Absent: Shafer
Also Present: Bill Fairfield, Alina Hartley, Linda Daniels, June Slagel,
Chief Rutledge, Judy Cremer, Judge Bauknecht

Motion by Allen, second by Fannin to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.

Circuit Clerk – Court Room Clerk – Judy Cremer was present to request authorization to replace a court room clerk. Cremer reported that Joyce Elston has recently retired. *Motion by Young, second by Heath to recommend the board approve the replacement of a court room clerk. MOTION CARRIED WITH ALL AYES.*

Judicial Secretary – Judge Bauknecht stated that her secretary will be relocating to Minnesota with her husband after 25 years of service to the county. Bauknecht stated that she would like to promote one judicial secretary within to chief judicial secretary at just under the mid point and hire a replacement judicial secretary. *Motion by Fannin, second by Allen to authorize the promotion of a judicial secretary to chief judicial secretary and the replacement of a full time judicial secretary. MOTION CARRIED WITH ALL AYES.*

Sheriff – Jail Administrator – Chief Rutledge reported that Lynn Cahill Masching will be retiring at the end of the month. Linda has posted the advertisement and applications are due by June 10th. Hartley noted that the salary submitted in the personnel request form is what the salary would have been if the position was a county position and not a contracted employee. Hartley stated that the salary will be somewhere below the mid-point. Rutledge stated that there will be a team conducting the interviews. *Motion by Young, second by McGlasson to recommend the full board approve the replacement of a jail administrator. MOTION CARRIED WITH ALL AYES.*

Motion by Fannin, second by Heath to adjourn. MOTION CARRIED WITH ALL AYES. Meeting adjourned at 5:20 p.m..

Alina M. Hartley
Administrative Resource Specialist