

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
Joint Meeting with Finance
MINUTES OF JULY 5th, 2011

Committee Chair Tim Shafer called the meeting to order at 5:30 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: Shafer, Arbogast, Allen, Fannin, Heath, McGlasson, Young

Absent:

Also Present: Bill Fairfield, Alina Hartley, Linda Daniels, June Slagel,
Judy Cremer, MaLinda Hillman

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

The Committee reviewed the minutes of June 8th, 2011. It was noted that the meeting was called to order by Vice-Chair Arbogast. *Motion by Young, second by Fannin to approve the minutes of the June 8th, 2011 meeting as amended. MOTION CARRIED WITH ALL AYES.*

Health Department: WIC Coordinator – MaLinda Hillman stated that Peg Austman will be retiring after 27 years of service. Hillman stated that she would like authorization to hire a replacement. *Motion by Young, second by Allen to recommend the board approve the replacement of a WIC Coordinator for the health department. MOTION CARRIED WITH ALL AYES.*

Circuit Clerk Courtroom Clerk – Judy Cremer was present to request the replacement of a part time courtroom clerk. Cremer stated the previous clerk will be taking the vacant judicial secretary position. *Motion by Heath, second by Arbogast to recommend the board approve the replacement of a part time courtroom clerk. MOTION CARRIED WITH ALL AYES.*

Maintenance – HVAC Coordinator – Flott stated that both the architect and construction managers are recommending the county hire someone to manage the HVAC system for the Law & Justice Center. Flott stated that the position has been advertised as well as a request for proposals for an outside firm to manage the systems. Flott stated that this gives the county the ability to evaluate all options. *Motion by McGlasson, second by Fannin to recommend the board approve the HVAC Coordinator position. MOTION CARRIED WITH ALL AYES.*

Motion by Young, second by Fannin to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:58 p.m..

Alina M. Hartley
Administrative Resource Specialist