

LIVINGSTON COUNTY BOARD  
PERSONNEL COMMITTEE  
MINUTES OF JULY 8<sup>th</sup>, 2015

Committee Chair Kathy Arbogast called the meeting to order at 5:00 p.m. in the committee meeting room within the Livingston County Historic Courthouse.

Present: Arbogast, Cohlman, Bunting, Heath, Mays, Shafer, Vietti

Absent:

Also Present: Alina Hartley (Administrative Resource Specialist), Linda Daniels (Human Resource Specialist), Kristy Masching (County Clerk),

Arbogast requested that the agenda be amended to add item 2c Department of Labor exempt employee classifications. Arbogast then called for any additional changes to the agenda with there being none requested. *Motion by Cohlman, second by Mays to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 3<sup>rd</sup>, 2015 meeting. *Motion by Cohlman, second by Vietti to approve the minutes of the June 3<sup>rd</sup>, 2015 meeting.* **MOTION CARRIED WITH ALL AYES.**

**HR/Payroll System Update** – Daniels stated that the work has now been split into two different projects. The first phase will include the upgrade to the new version of Sage as well as the training. Daniels stated that this phase will come out of her budget. The second phase will include the employee self-service program which will be budgeted by Kristy Masching.

**FY 2016 HR Budget** – Daniels distributed copies of her draft FY 2016 budget. Daniels stated that if there isn't a lot of hiring during the year, she will be fine, but if the turnover continues at the current rate, she will have a problem next year. Daniels stated that she felt that this is as close as she could get to the amount allocated by the Finance Committee. Hartley stated that the administrative budgets will be looked at with a team approach and overall the budgets will come in within the amount allocated. *Motion by Shafer, second by Cohlman to forward to the finance committee.* **MOTION CARRIED WITH ALL AYES.**

**Department of Labor Exempt Employee Classifications** – Daniels reported that the Wage and Hour division of the Department of Labor is proposing to increase the threshold for exempt employees from \$23,365 to \$56,440 as of July 1<sup>st</sup>. Daniels stated that this has not yet passed, but it may if it does some changes may need to be made. Daniels stated that she will be attending a training session next week on the topic.

*Motion by Vietti, second by Heath to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:21 p.m..

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Alina M. Hartley  
Administrative Resource Specialist