

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
MINUTES OF AUGUST 3rd, 2016

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, Bunting, Heath, Vietti

Absent: Cohlman, Mays, Shafer

Also Present: Chairman Marty Fannin, Alina Hartley (Administrative Resource Specialist), Linda Daniels (Human Resource Specialist), John Clemmer (Finance Resource Specialist), Ron Baker (Probation Director), Scott Spray (Probation)

Arbogast called for any additions or corrections to the agenda with none being requested. *Motion by Heath, second by Bunting to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the June 8, 2016 meeting. *Motion by Vietti, second by Heath to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Revised Drug Testing Policy for Post Accidents – Daniels reported that OSHA recently passed a new regulation prohibiting drug testing after an accident unless you have a reasonable suspicion that the accident was related to drugs or alcohol. Daniels stated that the implementation date has been postponed until November 1st at this time, but she wanted to make the Committee aware. Daniels also noted that OSHA is being challenged in court by a Texas Company regarding their authority to implement such a regulation. Daniels stated that she wanted to make the Committee aware of what was pending.

Leadership for Management – Daniels stated that as part of the FY 2016 goals there was request investigate leadership training for managers. Daniels reviewed two possible options with the Committee. The first program, through Heartland College is \$25,500.00 for 18 participants. The second program, through Learning Alliance is \$18,719.75, plus an optional \$26,600.00 for additional sessions if needed. Hartley stated that she personally had attended the program through Heartland and found it to be very beneficial. Daniels stated that the woman who administers the program through Learning Alliance has done training sessions for the County before, which have went well. The Committee requested additional references for the Learning Alliance program. Consensus of the Committee was that the training would be beneficial for all of the County Managers and elected officials to attend.

Early Retirement Incentives – Daniels stated that the 2016 goals also include a request for the committee to review early retirement incentives. Daniels requested some

guidance as to what types of incentives that the Committee would like to look at. Discussion took place. Scott Spray indicated that McLean County had previously offered incentives, so he was curious if the County would be mirroring those. Clemmer indicated that he would also have access to information the County could review. Consensus of the Committee was to request that Daniels provide data from IMRF, the prior packages that the County has offered, as well as those offered by McLean County and John Clemmer's resource.

HR Budget FY 2017 - Daniels stated that the budget request is \$800 over last year's amount due to the new 1095c's now required. Fannin noted that \$800 was offset by a reduction within the IT budget, making the administrative team, as a whole, within the request.

Motion by Vietti, second by Heath to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:35 p.m..

Alina M. Hartley
Administrative Resource Specialist