

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
Joint Meeting with Finance
MINUTES OF JUNE 6, 2018

The meeting was called to order at 5:30 p.m. in the Committee Room of the Historic Livingston County Courthouse. The meeting was held in joint session with the Livingston County Finance Committee.

Personnel Committee Members Present: Arbogast, Vietti, Gerwin, Heath, Shafer (arrived at 5:35), Runyon

Personnel Committee Members Absent: Lovell

Finance Committee Members Present: Shafer (arrived at 5:35 p.m.), Heath, Fannin, Gerwin, Ingles, Slagel

Finance Committee Members Absent: Bunting

Also Present: Chairman Bob Young, County Board Members Bill Mays and Linda Ambrose, Human Resource Director Ginger Harris, Finance Director Diane Schwahn, Executive Director Alina Hartley, Coroner Danny Watson, Network & Computer Systems Director Jon Sear

On behalf of Personnel there was a *motion by Runyon, second by Vietti to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

On behalf of the Finance Committee there was a *motion by Fannin, second by Slagel to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

Salary Schedule & Salary Schedule Policy – Harris reported that updating the salary schedule was part of the short term goals for 2018. Harris stated that the Personnel Committee tentatively approved the new salary schedule at their May meeting, but requested a policy to address what happens when an employee reaches the top end of the salary schedule. Harris reviewed the draft policy with the Committee. The policy indicates that an employee reaches the maximum salary for their classification, they will no longer receive annual compounded increases, but will instead receive the equivalent in longevity pay which will be paid in two equal payments. Harris stated that the policy would be effective as of January 1, 2019. Harris noted that there were a couple non-written policies, such as the mid-point policy which are also being documented as part of the amendment. Discussion took place. Consensus was to amend the last sentence to indicate that payments would take place in May and November.

On behalf of Personnel, there was a motion by Gerwin, second by Runyon to approve the revised salary schedule and salary schedule policies. MOTION CARRIED ON VOICE VOTE.

*On behalf of Finance, there was a motion by Gerwin, second by Fannin to approve the revised salary schedule and salary schedule policies. **MOTION CARRIED WITH ALL AYES.***

*There being no further business to come before the Committees there was a motion on behalf of the Finance Committee by Fannin; second by Ingles to adjourn. **MOTION CARRIED WITH ALL AYES.***

*On behalf of the Personnel Committee there was a motion by Vietti, second by Heath to adjourn. **MOTION CARRIED WITH ALL AYES.***

Meeting adjourned at 5:43 p.m..

Alina M. Hartley
Administrative Resource Specialist