

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
MINUTES OF AUGUST 8, 2018

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

Present: Arbogast, Vietti, Gerwin, Heath, Lovell, Runyon

Absent: Shafer

Also Present: Chairman Bob Young, Human Resource Director Ginger Harris, Executive Director Alina Hartley, County Board Members John Yoder and Linda Ambrose

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

ADA Coordinator – Harris reported that according to Title II of the ADA, the County is supposed to have a designated responsible person to serve as ADA Coordinator. Harris stated that the County is also required to have a grievance procedure which was forwarded to the Elections Committee and approved. Harris stated that in the past Doug Saxton, who served as the county's risk manager filled the role, however, when he left several years ago, the designation was never reassigned. Harris stated that Hartley has handled any complaints that have been received in the interim. Hartley stated that the act allows the ADA Coordinator to designate other representatives as needed. Hartley stated that personnel issues would be handled in conjunction with Harris and maintenance issues would be handled in conjunction with Verdun. Hartley stated that the States Attorneys office will also be consulted as needed. Discussion took place. *Motion by Runyon, second by Heath to appoint Hartley as the county's ADA Coordinator. MOTION CARRIED WITH ALL AYES.*

Update on Early Retirement Incentive – Harris provided the Committee with an update on the early retirement incentive as well as the original analysis that was presented by Daniels. Harris stated that the update includes the reinstatement of a full time employee in the Circuit Clerks office and a part time position in the zoning office. Harris stated that after those changes, there is a savings of \$305,908 per year. Harris further reported that approximately \$187,500 has been disbursed out of the original \$720,000.

Motion by Vietti, second by Lovell to adjourn. MOTION CARRIED WITH ALL AYES. Meeting adjourned at 5:14 p.m..

Alina M. Hartley
Executive Director