

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
MINUTES OF OCTOBER 4, 2019

Chairman Jack Vietti called the meeting to order at 5:00 p.m. in the Committee Room of the Historic Livingston County Courthouse.

Present: Vietti, Ambrose, Blackard, Fannin, Lovell, Vitzthum, Wilkey

Absent: Vitzthum

Also Present: Interim Chair Kathy Arbogast, County Board Member John Slagel (arrived at 5:18 p.m.), Human Resource Director Ginger Harris, Finance Director Diane Schwahn, Executive Director Alina Hartley, Jeff Gilmore (BPA Troxell)

Vietti called for any additions or corrections to the agenda with none requested. *Motion by Blackard, second by Wilkey to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of their September 4, 2019 meeting. *Motion by Wilkey, second by Fannin to approve the minutes of the September 4, 2019 meeting. MOTION CARRIED WITH ALL AYES.*

BPA Health Insurance Renewal – Jeff Gilmore was present to review the health insurance renewal with the Committee. Gilmore reported that last month when he presented the renewal was coming in at 17.3% increase. Gilmore stated that as requested he sent the policy out to bid. Gilmore stated that after negotiation, the renewal is coming in at a 4% increase. Gilmore reviewed the history of the program. *Motion by Wilkey, second by Blackard approve the 2020 renewal with Blue Cross Blue Shield. MOTION CARRIED WITH ALL AYES.*

Perfect Attendance Incentive – Harris reviewed the proposed guidelines for the perfect attendance incentive. Harris stated that one of the 2019 goals was to develop employee incentives. Harris stated that it's hard to find a program that will work for each department. The Committee reviewed the proposed guidelines for the incentive. *Motion by Wilkey, second by Fannin to approve the perfect attendance incentive as presented. MOTION CARRIED WITH ALL AYES.*

Personnel Policy Review – Harris reported that the management team has been reviewing an Ambassadors Program with the Committee. Ginger stated that the guidelines of the program do not necessarily line up with what is in the personnel policies. Harris reviewed the proposed changes. Harris reported that the language regarding the vacation accruals also needs amendment as the calculation is done slightly different. *Motion by Wilkey, second by Fannin to approve the personnel policy amendments as presented. MOTION CARRIED WITH ALL AYES.*

With there being no further business to come before the Committee, there was a *motion by Wilkey, second by Wilkey to adjourn.* **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 5:39 p.m..

Alina M. Hartley
Executive Director