

LIVINGSTON COUNTY BOARD
PERSONNEL COMMITTEE
MINUTES OF OCTOBER 3rd, 2012

Committee Chair Shafer called the meeting to order at 5:02 p.m. in the meeting room on the second floor of the Pontiac Public Library.

Present: Shafer, Arbogast, Allen, Fannin, Heath, McGlasson, Young

Absent:

Also Present: Bill Fairfield, Carl Borngasser, Alina Hartley, Linda Daniels, June Slagel

Shafer called for any amendments to the agenda with none being requested. *Motion by Young, second by Arbogast to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the September 5th, 2012 meetings. *Motion by McGlasson, second by Heath to approve the minutes of the September 5th, 2012 meeting. MOTION CARRIED WITH ALL AYES.*

Human Resources Report – Linda Daniels distributed the HR report. Daniels reported that two individuals had voluntarily resigned. Daniels reported that one of the correctional officers resigned and one deputy clerk in the Treasurer's office will be going to PRN to assist during the busy season and to fill in during vacations. Daniels reported that the PRN employee for that office will be taking the full time position.

Staffing Level FY 13 Update – Linda Daniels distributed the updated staffing level spread sheet. Daniels stated that she met with all departments with the exception of Judge Bauknecht and Carol Flessner. Daniels reported that Judge Bauknecht had emailed her that her staffing levels were fine. Discussion took place regarding the Committees disappointment that Judge Bauknecht would not comply with their request to review the staffing levels. Daniels reported that Carol Flessner has been on vacation in Europe. Daniels stated that the department heads are happy that they will not need to seek approval for replacements. Discussion took place regarding the Assistant Jail Superintendent who is still a probationary employee contingent on receiving federal inmates. It was felt that the Committee and/or Board can always decide to eliminate any position so classifying that position in a different manner would not be necessary. *Motion by Fannin, second by Arbogast to forward the finalized FY 2013 staffing levels to the full board for approval. MOTION CARRIED WITH ALL AYES.*

Executive Session – *Motion by Young, second by McGlasson to go into Executive Session pursuant to 5 ILCS 120/2(c) (11) – Pending Litigation. MOTION CARRIED ON ROLL CALL VOTE.* All voted Aye, none Nay.

Executive Session began at 5:20 p.m.

Regular Session resumed at 5:29 p.m.

Action Resulting from Executive Session – N/A

Motion by Fannin, second by Allen to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:30 p.m..

Alina M. Hartley
Administrative Resource Specialist