

Agenda
Human Resources Committee
West Olive Administration Building – Board Room
12220 Fillmore Street, West Olive, Michigan 49460
Monday, February 18, 2008 – 1 p.m.

Consent Items:

1. Approval of the Agenda
2. Approval of the Minutes from the December 11, 2007 meeting

Action Items:

1. **Nomination to the Ottawa County Community Mental Health Board – One (1) General Member (Unexpired Term)**
Suggested Motion:
To approve and forward to the Board of Commissioners the name of *Michelle Bucek, Joyce Barkel, and Alan Hinks, to fill one (1) General Member vacancy on the Ottawa County Community Mental Health Board, to serve a three (3) year term beginning April 1, 2008, and ending March 31, 2011.
2. **Nomination to the Ottawa County Appeals Board of Sanitary Code – One (1) Unexpired Vacancy**
Suggested Motion:
To approve and forward to the Board of Commissioners the name of *Lawrence Mierle to fill one (1) unexpired vacancy on the Ottawa County Appeals Board of Sanitary Code, to begin immediately and ending December 31, 2009.
3. **Nomination to the Ottawa County Technology Committee – Two (2) Private Sector Vacancies**
Suggested Motion:
To approve and forward to the Board of Commissioners the names of *Jon Overway and *Fred Erhards to fill two (2) Private Sector vacancies on the Ottawa County Technology Committee, to serve a one (1) year term beginning January 1, 2008 and ending December 31, 2008.
4. **Nomination to the Ottawa County Technology Committee – Two (2) Technology Sector Vacancies**
To approve and forward to the Board of Commissioners the name of *Tim Secen to fill one (1) of two (2) vacancies on the Ottawa County Technology Committee – Technology Sector, to serve a one (1) year term beginning January 1, 2008, and ending December 31, 2008.

5. **Nomination to the Ottawa County West Michigan Regional Planning Commission – One (1) Private Sector Vacancy**
To approve and forward to the Board of Commissioners the names of Jeff Williams, Chris Larson, and John Miner to fill one (1) Private Sector vacancy on the Ottawa County West Michigan Regional Planning Commission, to serve a one (1) year term beginning January 1, 2008, and ending December 31, 2008.
6. **Nomination to the Ottawa County West Michigan Regional Planning Commission/CEDS Committee – One (1) Private Sector Vacancy**
To approve and forward to the Board of Commissioners the names of Donald Wyhowski and *John Miner to fill one (1) Private Sector vacancy on the Ottawa County West Michigan Regional Planning Commission/CEDS Committee, to serve a one (1) year term beginning January 1, 2008, and ending December 31, 2008.
7. **Nomination to the Ottawa County Workforce Development Board – One (1) Business Sector Vacancy**
To approve and forward to the Board of Commissioners the name of *Becca Dernberger to fill one (1) Business Sector vacancy on the Ottawa County Workforce Development Board, to serve a three (3) year term beginning January 1, 2008, and ending December 31, 2010.
8. **Prosecutor’s Organizational Study**
To approve and forward to the Board of Commissioners the recommendations of the Prosecutor’s Organizational Study.
9. **Reclassification of Personnel Specialist in Human Resources**
To approve and forward to the Board of Commissioners the reclassification of one (1) full-time equivalent Personnel Specialist, Unclassified Group paygrade 07, in Human Resources to Employee and Labor Relations Manager, Unclassified Group paygrade 08 at an annual cost not to exceed \$7871.
10. **County Clerk/Vital Records Clerk Position**
To approve and forward to the Board of Commissioners an increase of a Vital Records Clerk Position from part-time (.6 FTE) to full-time (1.0 FTE) at a cost not to exceed \$19,552.
11. **County Clerk/Non-Benefited Part-time Records Processing Clerk II Position**
To approve and forward to the Board of Commissioners an increase of a non-benefited part-time Records Processing Clerk II from .3 FTE to .4875 FTE at a cost not to exceed \$5068.
12. **Seasonal Park Supervisor Position – Pay Increase for 2008**
To approve and forward to the Board of Commissioners an increase in the hourly wage of the Seasonal Park Supervisor position from \$13.9195 per hour to \$14.0695 per hour effective January 1, 2008.

**Indicates recommendation of the Interview Subcommittee*

Discussion Items:

1. Wage and Classification Study (Marie Waalkes)

Comments on the day's business are to be limited to three (3) minutes.