

AGENDA  
PERSONNEL SERVICES/HUMAN RESOURCES COMMITTEE  
MONROE COUNTY BOARD OF COMMISSIONERS CHAMBERS  
**TUESDAY, FEBRUARY 7, 2012 – 5:00 P.M.**  
125 E. SECOND STREET  
MONROE, MI 48161  
(734) 240-7003

COMMITTEE MEMBERS:  
J. Henry Lievens, Chairman  
Dan Donahue, Mary O’Neill and Jason Sheppard

- I. CALL TO ORDER/ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF MINUTES (12/06/2011)
- V. COMMITTEE BUSINESS
  - 1. Request form Major David Thompson, MCSO to fill vacant Correctional Officer position.
  - 2. Request from Kim Comerzan, Health Officer to fill vacant Public Health Director position.
  - 3. Request from David P. Thompson, Drain Commissioner to fill vacant Deputy Drain Commissioner position.
  - 4. Request from Robert Peven, Planning Director to increase Director wage from Rye Grade 16/Step 1 to Rye Grade 16/Step 6.
  - 5. Request from William P. Nichols, Prosecutor to reorganize the structure of the Prosecutors Office.
    - A. Support Staff Restructuring:
      - a. Extend normal work week for all support staff from 37.5 to 40
      - b. Re-establish Records Processing Clerk II (Rye Grade 5)
      - c. Re-establish full-time Office Manager (Rye Grade 10)
    - B. Assistant Attorney Restructuring:
      - a. Create Chief Trial Attorney (Rye Grade 17)
      - b. Hire Part-time Senior Trial Attorney

- VI. OLD BUSINESS
- VII. CITIZENS TIME
- VIII. INFORMATION
- IX. COMMISSIONERS TIME
- X. ADJOURNMENT

The County of Monroe will provide necessary auxiliary aids and services, such as signers for the learning impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon one weeks notice to the County of Monroe. Individuals with disabilities requiring auxiliary aids or services should contact the County of Monroe by writing or calling the following:

Human Resources - 125 East Second Street, Monroe, MI 48161 - Voice (734) 240-7295 and TDD (734) 240-7300