

**PERSONNEL AND LABOR RELATIONS COMMITTEE**

Wednesday, February 15<sup>th</sup> 2017 at 4:30 P.M.

Administration Building Suite 145

**PRESENT:** R.Wesley, M. Madison, J. Futrell, B. Maxwell, L. Trucano.

**ABSENT:** J. Dodd, K. Novacich.

**OTHERS:** S. Adler, D. Hulme, K. Zimmerman, D. Moore, C. Ellis, C. Edwards,  
T. Gibbons, B. Malone, L. Ciampoli, M. Parkinson, T. McRae, S. Cousins  
L. Ogden.

Mr. Madison moved, seconded by Mr. Futrell to approve the January meeting Minutes. **MOTION CARRIED.**

Madison County organizational Chart was provided to committee. Mr. Parkinson ask for clarification of the organizational chart. Mr. Hulme & Mr. Gibbons explained flow of the chart. Mr. Wesley explained this chart was requested by Personnel committee at last month meeting.

Mr. Maxwell moved, seconded by Mr. Futrell, **MOTION CARRIED.**

To approve modified job description for “Site Coordinator”, “Public Relations & Communications Manager”, “Office Manager”

New job description for “Deputy County Administrator” and “Compliance Manager”.

Mr. Maxwell moved, seconded by Mr. Madison, **MOTION CARRIED.**

To approve job audit for “HRIS Manager” and “Risk Manager”.

**NEW BUSINESS:** Mr. Adler updated committee of Labor Relations.

**PUBLIC COMMENT:**

Mr. Maxwell moved, seconded by Mr. Madison to Adjourn. **MOTION CARRIED.**