

**Personnel and Labor Relations Committee  
Minutes**

February 3, 2015

Members:

Brenda Roosevelt, Chairman	<u>P</u>	A
Steve Adler	P	<u>A</u>
Michael "Doc" Holliday	<u>P</u>	A
Brad Maxwell	P	<u>A</u>
Jack Minner	<u>P</u>	A
Kristen Novacich	P	<u>A</u>
Joe Semanisin	<u>P</u>	A

Others present: Frank Miles, John Herzog, Joe Dauderman, Chief Judge Hylla, Timothy Renick, Mark Von Nida and Chris Sillery.

1. A motion was made by Jack Minner and seconded by Doc Holliday to approve the minutes of the last meeting. The motion carried unanimously.
2. A motion was made by Jack Minner and seconded by Doc Holliday to approve the new job description for Senior GIS Specialist, grade 12, in the Chief County Assessment Office. This was the result of a job audit requested by the employee. The motion carried unanimously.
3. A motion was made by Joe Semanisin and seconded by Doc Holliday to approve the new job description for Jury Commission Clerk, grade 11, in the Circuit Court. The motion carried unanimously.
4. A motion was made by Jack Minner and seconded by Joe Semanisin to approve the new job description for Economic Development Specialist, grade 13, in the Community Development Department. The motion carried unanimously.
5. A motion was made by Joe Semanisin and seconded by Doc Holliday to approve the new job description for Information Technology Support Engineer, grade 14, in the Information Technology Department. The motion carried unanimously.