

Agenda
Finance and Administration Committee
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
Tuesday, August 21, 2012
9:30 a.m.

Consent Items:

1. Approval of the Agenda
2. [Approval of Minutes from the July 17, 2012 Finance and Administration Committee Meeting.](#)

Action Items:

1. [Monthly Budget Adjustments](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of July 2012.
2. [Budget Adjustments Greater than \\$50,000](#)
Suggested Motion:
To approve budget adjustment numbers 397, 398, 399, 400, and 424.
3. [Statement of Review](#)
Suggested Motion:
To approve the Statement of Review for the month of July 2012.
4. [Michigan Works Personnel Request to Create a Talent Development Associate: Prisoner Re-Entry](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the request from Michigan Works to create one (1) FTE Talent Development Associate: Prisoner Re-Entry (Group T, Paygrade 11) at a cost of \$53,858.00. Funding for this position to come from Workforce Development Funds.
5. [Michigan Works Personnel Request to Create Three \(3\) Talent Development Associates: JET](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the request from Michigan Works to create Three (3) FTE's Talent Development Associate: JET (Group T, Paygrade 11) at a cost of \$161,574.00. Funding for this position to come from Workforce Development Funds.
6. [Michigan Works Personnel Request to Create a Talent Development Lead: JET Program](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the request from Michigan Works to create one (1) FTE Talent Development Lead: JET Program (Group T, Paygrade 12) at a cost of \$57,957.00. Funding for this position to come from Workforce Development Funds.
7. [Facilities Maintenance Personnel Request to Reclassify a Facilities Secretary to a Senior Secretary - Facilities](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the request to reclassify the position of 1.0 FTE Facilities Secretary (Group T, Paygrade 07) to a 1.0 FTE Senior Secretary - Facilities

(Group T, Paygrade 08) at a cost of \$2,010.00. Funding for this position to come from the County General Funds.

8. [Purchase of MERS \(Michigan Municipal Employee Retirement System\) Generic Service Credits for Richard J. Kloote \(District Court\)](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the purchase of three (3) years of MERS generic service credits for \$21,837.00 (total cost to be paid by employee, Richard J. Kloote).

Total Cost: \$21,837.00

Employer Cost: \$0.00

Employee Cost: \$21,837.00

Discussion Items:

1. 2013 Budget (materials will be handed out at the meeting)
2. [Treasurers Financial Month End Update July 2012](#)

Adjournment

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