

# **LUZERNE COUNTY HOME RULE TRANSITION PERSONNEL & RECRUITING SUBCOMMITTEE**

March 31, 2011

6:30 P.M.

Luzerne County Courthouse

200 N. River Street

Wilkes-Barre, PA

1. Call to Order

2. Pledge of Allegiance

3. Roll Call ( Absent: Dan Guidish, Joe Rish, Kick Heffron, Jim Haggerty)

Note: Dan Guidish stepped down from the SC

4. Discussion of Division Head Job Descriptions.

5. Discussion of County Manager Job Descriptions.

6. Discussion of any other jobs descriptions needed to be performed by the PRSC.

7. Discussion of screening process for positions above.

8. Discussion of mission statement.

6. Citizen Comment

7. Adjournment