

**JUSTICE COMMITTEE  
MINUTES  
MAY 22, 2007**

The Justice Committee met on Tuesday, May 22, 2007 in the Committee Room, located on the second floor of the Administration Building beginning at 1:30 p.m. Mr. Kinard, Committee Vice Chairman presided.

Members Attending:

James E. Kinard, Jr., V Chairman	George H. Smokey Davis
Bobby C. Keisler	William C. Billy Derrick

Absent:

William B. Banning, Sr., Chairman\*

\*Mr. Banning was not present.

Also attending: Katherine Hubbard, County Administrator; Larry Porth, Finance Director/Assistant County Administrator; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

**Request to Increase Sr. Administrative Assistant from Part-time to Full-time Position -**

**Solicitor's Office - Ann Hubbard - Director of Diversion Programs** – Ms. Hubbard submitted a request to change the senior administrative assistant from a part-time to a full-time position beginning June 1, 2007. This request is based on new requirements mandated by Legislation which were not anticipated and assistance is needed immediately for the PTI case managers, the Drug Court coordinator and the Alcohol Education program. Total request for expenditures for one month to the 2006/07 FY budget is \$4,000.

A motion was made by Mr. Keisler, seconded by Mr. Derrick to recommend to full Council to approve staff's request to change the senior administrative assistant from part-time to full-time position beginning June 1, 2007 at \$4,000 for one month. No county funding required as participant fees will generate funding.

The vote was unanimous.

**Old Business/New Business** – None.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee  
Assistant to Clerk

James E. Kinard, Jr.  
V Chairman

Diana W. Burnett  
Clerk