

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the February 14, 2019 Personnel and Human Services Committee Meeting.

Meeting held in Conference Room 4B Roll was called. Results as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Mac Elliott, Bill Wolf
Teri Sue Freehling	X		Nicki Britten
Dave Vollrath		X	
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:22 a.m.
- Motion by Commissioner Freehling, supported by Commissioner Chickering, to approve the minutes of the February 7, 2019 meeting. 2 yeas, 0 nays, 1 abstention (due to absence on 2/7/19), motion carried.
- Resolution P1902002, Resolution to approve Per Diem payments for the month of January 2019 totaling \$4,637.02 was reviewed and signed by all Committee members.
- Resolution P1902162, a Resolution to accept the Veteran's Affairs grant in the amount of \$89,073 was reviewed and signed by all Committee members.
- Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the monthly pension refunds as presented. 3 yeas, 0 nays, motion carried.
- Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the advanced step hire for Robert Schlacks, as an Assistant Public Defender I. Mr. Schlack's rate of pay will be consistent with grade 11, step 3, \$59,602. 3 yeas, 0 nays, motion carried.
- Commissioner Chickering advised the Committee that he reviewed and discussed the evaluation results with Administrator Wolf. He advised that a Resolution would be forth coming to provide a two percent pay increase and to extend the contract to December 31, 2020. He asked for a one week turnaround on the Resolution. Committee members concurred with that course of action.
- Annette Christie, Executive Assistant to the Administrator, asked for and received Committee concurrence for the following Board appointments:
 - Department of Human Services – Tyanna Weller
 - Soldiers & Sailors Relief Fund – R. Bryce Glenn (3 year term)

HEALTH DEPARTMENT

Nicki Britten, Health Officer, introduced and explained the following Resolutions, which were signed by all Committee members:

Resolution P1902157

Title: Area Agency on Aging Contract

Type of Resolution: Contract

Financial Implication: increase of \$54,112

Main Points:

Region IV Area Agency on Aging wishes to contract with the Berrien County Health Department (BCHD) to provide medication management and opioid education for older adults given the growing number of older adults who are taking prescription opioid medications. BCHD proposes to provide a medication management and opioid education program to older adults, who reside in senior housing complexes within Berrien, Cass and Van Buren counties. The proposed contract amount is \$54,112 for a period from March 1, 2019 through September 30th, 2019.

Resolution P1902159

Title: Southwestern Michigan Behavioral Health (SWMBH) Contract

Type of Resolution: Amendment

Financial Implication: increase of \$10,000

Main Points:

Southwest Michigan Behavioral Health (SWMBH) Regional Entity has been designated as the Prepaid Inpatient Health Plan (PIHP) which is charged with disbursing substance abuse funding in Berrien County. SWMBH contracts with the Berrien County Health Department for the provision of substance abuse prevention services (approved under P1710287, amended under P1806245) which include prevention education for schools and other community entities, vendor compliance education and monitoring for tobacco and alcohol retailers, and

support of the Voice.Change.Hope coalition and its related activities. SWMBH wishes to amend the contract with BCHD to increase funding in the amount of \$10,000.00 to support additional substance abuse prevention programming through specific support for the Guiding Good Choices and Towards No Drug Abuse a State Opioid Response (SOR) programs, for the time period of December 1, 2018 through September 30, 2019.

Resolution P1902165

Title: Funding for Water Filter Distribution

Type of Resolution: Contract/Acceptance of funding

Financial Implication: increase of \$250,000

Main Points:

The Berrien County Health Department (BCHD) is responding to potential public health concerns associated with the Action Level Exceedance for lead in the municipal drinking water in the City of Benton Harbor by offering water filters to any resident in Benton Harbor. The Michigan Department of Health and Human Services (MDHHS) is providing funding in the amount of \$250,000 to BCHD for the filtration systems, replacement filter cartridges, communication and outreach materials, and over-time costs related to filter distribution.

Nicki informed the Committee that, to date, over 1200 water filters have been distributed to City residents. She also discussed two weather related issues that the Health Department recently dealt with, those being the Royalton Township flooding (impact on wells) and public housing lack of heat resident complaints. Nicki advised that the Board of Health would be reviewing the Public Housing Regulation, as the Regulation is out of date and updates are necessary.

Nicki then distributed and discussed the request for an advanced step promotional placement for Jacque Clement. Ms. Clement is a 15 year Health Department employee who recently applied for promotion to the Nurse Family Partnership Program Supervisor position. Nicki asked the Committee to approve her request to place Ms. Clement at grade 10, step 6, based on Ms. Clement's experience in the NFP Program. Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the Health Department's request for the advanced step promotional placement. 3 years 0 days, motion carried.

ADMINISTRATOR/CHAIRMAN

Chairman Elliott discussed the proposal to name the Finance Committee Room (conference room 4C) in honor of longtime Commissioner Kenneth Wendzel.

Administrator Wolf advised the Committee that the Finance Committee waived the rule regarding disposal of the Commissioner iPads. Said iPads will be available for Commissioner purchase. The price was set at \$100, which represents the fair market value of a three year old iPad.

Adjourned 10:24 a.m.

Respectfully submitted,
Shelley Jasper
Human Resources Director