

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the August 8, 2019 Personnel and Human Services Committee Meeting.

Meeting held in Conference Room 4B. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Courtney Davis, Jerry Sirk
Teri Sue Freehling		X	
Dave Vollrath	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:24 a.m.
- Motion by Commissioner Vollrath, supported by Commissioner Chickering to approve the minutes of July 25 as presented. 2 yeas, 0 nays, motion carried.
- The following Resolutions were reviewed, discussed, and signed by all Committee members present:
 - P1908008, Per diem payments for the month of July totaling \$3,267.18
 - P1908286, Authorizing Veteran’s Affairs to apply for a Veteran Service Fund Grant for CY2020
- Motion by Commissioner Vollrath, supported by Commissioner Chickering to approve the monthly pension refunds as presented. 2 yeas, 0 nays, motion carried.
- Motion by Motion by Commissioner Vollrath, supported by Commissioner Chickering to approve the following advanced step hire requests as presented. 2 yeas, 0 nays, motion carried:
 - Keith Green, Youth Specialist 1, grade 6, step 3, annualized salary of \$36,528
 - Michael Green, Youth Specialist II, grade 7, step 4, annualized salary of \$42,190
 - Carolyn Woods, Deputy Register, grade 4, step 3, annualized salary of \$30,586
 - Mattie Book, Public Health Nurse, grade 9, step 3, hourly salary of \$24.22

HEALTH DEPARTMENT

Courtney Davis, Deputy Health Officer, presented and discussed the following Resolutions, which were signed by all Committee members present:

Resolution P1908280

Title: Freedom Lifted for Justice and Equity Training Contract

Type of Resolution: Contract

Financial Implication: \$5,000 total cost (grant funded)

Main Points:

Through partnership with the Kresge Foundation’s Emerging Leader in Public Health Program the Berrien County Health Department has been working on leadership development and capacity building to support the Department’s ability to respond to issues of trauma and racial health equity in our community. Berrien County Health Department (BCHD) would like to contract with Freedom Lifted for Justice and Equity Training for all Department staff and to support continued growth in our collective ability to ensure BCHD programs, services and work is being delivered in a manner that promotes equitable access, ensures policies and practices are reflective of our community and are not a cause or continuation of oppression, and to support improved health and wellness for all Berrien County residents. Training will be provided by Mia Henry, a nationally-recognized thought leader and educator with specialized experience in working with public organizations, schools, and private companies. The proposed contract period is from August 1st, 2019 – October 31st, 2019 with Freedom Lifted. Training will take place October 8 – 9, 2019, with preparation meetings and work taking place in the months beforehand for a total cost of \$5,000.

Resolution P1908281

Title: Children’s Trust Fund of Michigan (CTF)

Type of Resolution: Grant Acceptance

Financial Implication: \$50,000 annually for 4 years

Main Points:

Children’s Trust Fund of Michigan (CTF) offers grant awards to support direct service programs that promote strong, resilient families and prevent child abuse and neglect. Children’s Trust Fund Board of Directors has awarded a grant to the Berrien County Health Department (BCHD) for funding in the amount of \$50,000 annually for a 4-year funding cycle (October 1, 2019 – September 30, 2023) to support the operations of Triple P - Positive Parenting Program. The grant will support direct parenting education services provided by Triple P for the purpose of promoting strong, nurturing and resilient families and for the prevention of child abuse and neglect. The grant will cover ongoing program operations expenses such as staff salary, travel and training

costs and program supplies for the provision of parenting education and support in individual and group settings. This grant is through MDHHS and requires the Agreement, if accepted, be executed through the authorized electronic signature of BCHD.

Resolution P1908284

Title: Berrien Community Foundation

Type of Resolution: Application

Financial Implication: \$2,500 mini grant

Main Points: Berrien Community Foundation is offering mini-grants to community and government organizations focused on the 2020 Census to encourage census participation from all communities. Berrien County Health Department (BCHD) desires to apply for funding in the amount of \$2,500 to provide support to the community to achieve an accurate census count for Berrien County. An accurate census count ensures that all communities get their fair share of federal dollars as census data is used to distribute funding for road repairs, school improvements, and other social programs. Funding will be used for implementation of Kiosks at Department locations so residents and clients may access the census online.

Resolution P1908287

Title: Southwest Michigan Planning Commission

Type of Resolution: Amendment

Financial Implication: increase of \$1,500

Main Points:

Berrien County Health Department has a partnership agreement with the Southwest Michigan Planning Commission for the 4x4 Health and Wellness grant project (approved under Resolution P1903176). The work of this partnership agreement originally for \$2,500 included SWMPC’s assistance with planning efforts in the expansion of the Indiana-Michigan River Valley Trail from Niles to Berrien Springs via the Interurban Rail Line corridor from April 1, 2019 through September 30th, 2019. With the allotted 4x4 Health and Wellness grant funds provided by the Michigan Department of Health and Human Services, BCHD wishes to amend the contract with SWMPC to provide an additional \$1,500 to the organization to further accelerate the planning and mapping work yet remaining in the FY2019 grant year.

Courtney then provided the following monthly highlights:

- City of Benton Harbor is conducting water compliance testing every 6 months as required. BCHD is still providing filters to those who are in need.
- Health Department accreditation from the State of Michigan occurs every three years and state officials will be onsite in November. Courtney will provide copies of the “Plan of Organization” at the next scheduled PHSC update. The Plan of Organization is required for accreditation. It contains such items as legal authority for Health Department actions, organization charts, mission/vision statements, service delivery, etc...
- The Breastfeeding on the Bluff event occurred last weekend. Courtney said approximately 150 people attended.
- The Health Department will be offering vaccinations at the Coloma Back to School Backpack event this weekend.

CHAIRMAN/COUNTY ADMINISTRATOR

N/A

PUBLIC COMMENT

Jerry Sirk did not think it was a good idea to hold employee meetings after work hours.

Adjourned 9:58 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director