MISSION STATEMENT:

It is the mission of Berrien County government to provide:

- Leadership
- Cooperation with all units of government
- Sound Fiscal Management, and
- Planning

Thereby promoting public safety, health, well being, and prosperity in order to improve the quality of life for present and future generations.

Revision Date: April 2018
Berrien County
Board of Commissioners

District 1 – David Vollrath  dvollrath@berriencounty.org
District 2 – Jon Hinkelman  jhinkelm@berriencounty.org
District 3 – Don Meeks  dmeeks@berriencounty.org
District 4 – Mamie Yarbrough  myarbrough@berriencounty.org
District 5 – Bill Chickering  bchicker@berriencounty.org
District 6 – Jeanette Leahey  jleahey@berriencounty.org
District 7 – Debra Panozzo  dpanozzo@berriencounty.org
District 8 – Teri Freehling  tfreehling@berriencounty.org
District 9 – Ezra Scott  escott@berriencounty.org
District 10 – R. McKinley Elliott  melliott@berriencounty.org
District 11 – Jim Curran  jcurran@berriencounty.org
District 12 – Michael Majerek  mmajerek@berriencounty.org

Administration Committee
Mac Elliott, Chair
Teri Freehling, Vice
Michael Majerek
Don Meeks

Finance Committee
Bill Chickering, Chair
Debra Panozzo, Vice
Mamie Yarbrough
Ezra Scott

Personnel & Human Services Committee
Jeanette Leahey, Chair
Jim Curran, Vice
David Vollrath

Chairman
Jon Hinkelman

County Administrator
William Wolf

Executive Assistant to the Administrator
Annette Christie

Contact Information:
Berrien County Administration
701 Main St.
St. Joseph, MI 49085
(269) 983-7111, ext. 8095
Fax: (269) 983-5788
Email: akrieger@berriencounty.org
Website: www.berriencounty.org
There are many boards and committees throughout Berrien County whose purpose is to better the lives of the citizens of Berrien County. Each of these boards and committees has certain responsibilities and tasks depending on their given authority.

This manual is provided to better inform citizens of this County who may be interested in volunteering their valuable time on these boards and committees in service to their community.

Any individual interested in sitting on a County board or committee should submit an application to the County Board of Commissioners. An application is included in this manual. Additional applications are available at the County Administration Building, 701 Main St., St. Joseph, MI in the Administration Department or on the County website at www.berriencounty.org. Once applications are completed, they should be returned to the County Administration office for processing. (See Appointment Policy attached)

Each board and committee may have by-laws that determine who and how placements are made on that particular board. The summaries included in this manual are just that, summaries. For more information on the filling of vacancies on boards and committees, you may contact the individual board or the County Administration office at (269) 983-7111, ext. 8095.

Per Diems are paid by the County for service on the following: Board of Commissioners; Jury Board; Election Canvassers Board; Re-Monumentation Board (mileage only for out of County board members); Building Authority; Planning Commission; Public Works; Solid Waste Planning; Trust Investment Advisory Committee; Sewage Appeals Board; Platt Board; Parks & Recreation; Health Board; Economic Development Corp.; Department of Human Services, Land Bank Authority, Brownfield Re-Development Authority and the Land Preservation Board. As of January 2017, the per diem fee for meetings is $55 and the mileage reimbursement is at the IRS rate.

Certain boards may provide per diems to some citizens who serve on their boards: Southwest Michigan Planning Commission; and Mental Health Authority.
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21. Trust Investment Advisory Committee
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23. 911 Advisory Board

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2. 911 Technical committee
3. CEO Meeting
4. Cornerstone Alliance Board
5. Disaster Planning Committee
6. Health Board Prep Meeting
7. Health Dept. Well & Septic Review Board
8. Berrien County Human Services Council
9. Housing Resource Network
10. Local Emergency Planning Committee
11. MAC Health & Human Services
12. MSUE District Advisory Council
13. Niles Area Transportation
14. Pokagon-New Buffalo Area Local Revenue Sharing Board
15. Sewage Appeals Board
16. Southwest Michigan Alliance Region Three Committee
17. Southwest Michigan Community Action Agency
18. Southwest Michigan Solid Waste Consortium
19. Southwest Michigan Behavioral Health Substance Abuse Disorder Oversight Policy Board
20. Twin Cats
Boards Appointed by the Board of Commissioners

AREA AGENCY ON AGING, INC. (Region IV)
Two year terms
2900 Lakeview Avenue, St. Joseph, MI
Phone: (269) 983-0177 Fax: (269) 983-4028
Website: www.areaagencyonaging.org
Contact: Tracy Manning (tracymanning@areaagencyonaging.org)
Meet the 3rd Monday of each month at 9:30 a.m. with the exception of July and December.
Their annual meeting is held in November/December
Location of meetings: 2900 Lakeview Ave., St. Joe, MI

This board does not receive a per diem, some do receive mileage if requested. The County pays its Commissioner a per diem to attend.
The purpose of the Area Agency on Aging is to be the regional planning and coordinating agency for aging services in Region IV (Berrien, Cass, and Van Buren Counties). This agency has the authority to receive and distribute federal funds for programs, developing contracts with local and private agencies that serve seniors. Each County shall appoint members with Berrien having 4, Cass has 2, and Van Buren has 3. Each County has one alternate.

David Vollrath 12/31/18
Mabel Mayfield 12/31/19
Don Radde 12/31/18
David Kirshenbaum 12/31/19
Hillary Bubb, Berrien County Alternate 12/31/18

2018 Schedule:
January 22
February 26
March 19
April 16
May 21
June 18
August 20
September 17
October 15
November - Annual Meeting to be determined
BROWNFIELD REDEVELOPMENT AUTHORITY
Three year terms
Berrien County Economic Development Department
701 Main St., St. Joseph, MI 49085
Phone (269) 983-7111, ext. 8786
Website: www.berriencounty.org
Contact: Jennifer Arent (jarent@berriencounty.org)
Meet the 2nd Thursday of each month at 1:30 p.m. at the Administration Center - Otto Grau Room
➢ This board receives a per diem from the County. The Commissioners are paid out of the commissioner line item.

The Berrien County Brownfield Redevelopment Authority was created by the Board of Commissioners pursuant to Public Act 381 of 1996. Its purpose is to revitalize “brownfields”, which are abandoned, underdeveloped or under-utilized properties that are not being developed due to environmental contamination. The Authority has broad powers to incur and expend funds to pay or reimburse a public or private person for costs of property redevelopment, to own and sell property, and to enter into contracts and leases. Membership consists of neither less than five nor more than nine individuals appointed by the Board of Commissioners. It has been the tradition to have either two or three commissioners on the Authority.

Teri Freehling 05/25/19
Lee VanGinhoven 05/25/18
Larry Klett 05/25/20
Jeanette Leahey 05/25/18
Michael Majerek 05/25/20

2018 Schedule
January 11
February 8
March 8
April 12
May 10
June 14
July 12
August 9
September 13
October 11
November 8
December 13
This board receives a per diem from the County. The Commissioners are paid out of the commissioner line item.

Meetings convened as needed but no less than one a year. This board receives a per diem from the County. The Building Authority is the body which issues and oversees capital improvements for county facilities, through the issuance of bonds. The authority is comprised of the County Administrator, Financial Services Director, and three members appointed by the Board of Commissioners.

William Wolf  County Administrator
Doug James  Financial Services Director
Tom Jacobs  12/31/20
Nick Jewell  12/31/19
Kenneth Wendzel  12/31/18

2018 Schedule
October 16
COMMUNICATION CENTER OPERATIONS COMMITTEE

Two year terms
9-1-1 Department
2100 E. Empire Ave. Benton Harbor, MI 49022
Phone: (269) 983-7111, Ext. 4958
Contact: Dave Agens (dagens@berriencounty.org)
Meetings held the same day as the 9-1-1 Technical Committee Meetings at the 2100 Complex, bi-monthly on Wednesdays at 9:30 a.m.

All terms expire 4/13/2018

- This board does not receive a per diem. The Commissioners receive a per diem paid out of the commissioner line item.

The purpose of this committee is to oversee the continued operation of the Berrien County Public-Safety Communication Center hereinafter referred to as the B.C.P.S.C.C. or “County Dispatch,” in the execution of its mission. The committee assists the County Board of Commissioners by making suggestions regarding the operational priorities of the County’s multi-agency 9-1-1 Public Service Answering Point and fulfillment of Emergency Management / Homeland Security communication initiatives. Committee candidates shall be executive level representatives from lawfully recognized public-safety entities served by the County Dispatch and members of the Berrien County Board of Commissioners. The following membership identifies the entities represented: (3) Board of Commissioners; (1) DCPSCC Director; (2) BC Police Services Council; (3) BC Fire Chiefs Association; (1) Medical Control Authority; (2) EMS; (1) Emergency Management; (1) Mich State Police; (1) Berrien County Sheriff; and (1) BC Information Systems.

Jim Curran Commissioner
David Vollrath Commissioner
Jeanette Leahey Commissioner
Dave Agens B.C.P.S.C.C. Director
Michael Dawson/Melinda Logan Michigan State Police
Paul Bailey Sheriff
Dan Unruh Police Services Council
Todd Taylor Police Services Council
Michael Davidson Fire Chiefs Association
Dan Jones Fire Chiefs Association
Gary Bravold Fire Chiefs Association
Vacant Medical Control Authority
Vacant EMS
Vacant EMS
Ken Hoffman Information Systems

2018 Schedule
February 28 – April 25 – June 27 – August 29 – October 31 – December 12
COMMUNITY CORRECTIONS ADVISORY BOARD
Berrien County Administration
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111, ext. 8263
Contact: Amanda Hansbro (ahansbro@berriencounty.org)
Meet the 3rd Wednesday quarterly (Jan - April - July - October) at noon in the Large
Conference Room at the Courthouse.
- This board does not receive a per diem. The Commissioners receive a per diem paid out
  of the commissioner line item.

The purpose of the Community Corrections Advisory Board is to develop and implement the
Berrien County Community Corrections Comprehensive Plan. Membership as dictated by Public
Act 511 includes representation from the following areas: County Sheriff; City Police Chief;
Judge of the Circuit Court; Judge of the District Court; Judge of the Probate Court; County
Commissioner; one member from mental health, public health, substance abuse, employment and
training or a community alternative program; County Prosecuting Attorney; criminal defense
attorney; business community; communications media; Circuit or District Court probation
officer; general public.

Debra Panozzo County Commissioner
Mary Brown Citizen
Paul Bailey County Sheriff
Gary Ruhl Workforce Development
Brian Berger Probate Court Judge
Arthur Cotter District Court Judge
Scott Schofield Circuit Court Judge
Gretchen Carlson Mental Health
Mike Sepic Prosecuting Attorney
Carl Macpherson Criminal Defense Attorney
Vacant Business Community
Julie Swidwa Communications/Media
Kevin Hains Probation Officer
Amber Glendenning MDOC
Brian Uridge Police Chief

2018 Schedule
January 17
April 18
August 15
October 17
DEPARTMENT OF HUMAN SERVICES BOARD

Three year terms
P.O. Box 1407, Benton Harbor, MI 49023
Phone: (269) 934-2000  Fax: (269) 934-2115
Contact: Doreen Schmaltz (SchmaltzD@michigan.gov – 269-934-2113)

Meet the 4th Wednesday of each month at 401 8th St., Benton Harbor at 9:00 a.m. (Exception is
November and December when the meeting might fall on the 3rd Wednesday due to holidays).

➢ This board receives a per diem paid from the County.

This Board is made up of three individuals who do not hold a political office. Two of the
members are County appointed and one is State appointed. The purpose of the board is to
serve in the advisory capacity to the Family Independence Agency, who administers and
provides assistance payments and social services programs for the residents of Berrien County.

Musetta Hilliard 10/31/19
Jan Versau 10/31/20
Tyanna Weller (State appointed) 10/31/18

2018 Schedule
January 24
February 28
March 28
April 25
May 23
June 27
July 25
August 22
September 26
October 24
November 28
December 26
ECONOMIC DEVELOPMENT CORPORATION

Six year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111, Ext. 8786
Contact: Jennifer Arent (jarent@berriencounty.org)

Meet the 3rd Thursday of each month at 1:30 p.m. at the Administration Center - BOC Room

This board receives a per diem from the County. The Commissioners are paid out of the commissioner line item.

This Board is the issuing authority for Tax Exempt Revenue Bonds for Berrien County. It was established to coordinate economic development efforts, promote business investment and job creation within the County. The corporation is composed of elected and private business officials appointed by the Board of Commissioners. The membership includes the Chairman of the Board, Finance Committee Chairman and one other member of the Finance Committee as well as six other private business persons representing banking, industry, and utilities. It also includes non-voting members from North Berrien Community Development; Greater Bridgman Chamber of Commerce; SMEGA; Cornerstone Alliance; Harbor Country; and Kinexus.

Manfred Walgram 12/31/23
Marlene Kramer 12/31/21
Milt Richter 12/31/21
Mark Joseph 12/31/20
Gregory Vaughn 12/31/18
Donald Ryman 12/31/19
Bill Chickering, Finance Committee Chairman 12/31/23
Mamie Yarbrough, Finance Committee Member 12/31/19
Jon Hinkelman, Board Chairman 12/31/19

2018 Schedule
January 18
February 15
March 15
April 19
May 17
June 21
July 19
August 16
September 20
October 18
November 15
December 20
ELECTION CANVASSERS BOARD

Four year terms
Berrien County Clerk's Office
811 Port St., St. Joseph, MI 49085
Phone (269) 983-7111, ext. 8241
Contact: Sharon Tyler (styler@berriencounty.org)

- This board receives a per diem from the county.

Meet the Thursday following every election and are called in for re-counts. Meetings are held at the Courthouse. Additional meetings as needed for heavy election years.

A four member board of canvassers is established in every county in this state. This Board shall conduct all recounts of elections in cities, townships, villages, school districts, or any other districts and be vested with all of the powers and required to perform all the duties in connection with any recount.

Jess Minks (D) 10/31/19
Cheryl Warner (R ) 10/31/19
Gretta VanBree(D) 10/31/21
Sharon Geisler ( R ) 10/31/21
Vicki Burghdoff /Jo Flock ( R )(Alternate) 10/31/19
Jerry Sirk/Mary McAfee ( D ) (Alternate) 10/31/19
HEALTH BOARD
Five year terms
Berrien County Health Department
2149 E. Napier Ave., Benton Harbor, MI 49022
Phone: (269) 926-7121
Website: www.bchdmi.org
Contact: Kim Rodgers (krogers@bchdmi.org, ext. 5605)

➤ This board receives a per diem from the Health Department.

Meet the 1st Wednesday of each month at 8:00 a.m. at the Health Department, 2149 E. Napier Ave., Benton Harbor (with the exception of July at the South County Building, 1205 N. Front St., Niles). **Board prep meetings are held two (2) Fridays before the board meeting.

The Berrien County Board of Health provides policy leadership and oversight for the Health Department. The Board of Health is comprised of seven (7) individuals that are appointed by the Board of Commissioners with one Commissioner serving as a liaison. One member of the board must be a person licensed in Michigan to practice medicine.

Joe Wasserman 04/19/22
Duane C. McBride, Ph.D, Chairman 04/19/21
John Carter, M.D 04/19/20
Linda Strohl 04/19/19
Vanessa Brown, RN 04/19/19
Peg Kohring 04/19/19
Raymond Matejczyk 04/19/23
Bill Chickering Board Liaison

2018 Schedule
January 3  July 11
February 7  August 1
March 7  September 5
April 4  October 3
May 2  November 7
June 6  December 5
BERRIEN COUNTY JURY BOARD
Six year terms
Berrien County Trial Court
811 Port Street, St. Joseph, MI 49085
Phone: (269) 983-7111, ext. 8347
Contact: Frank Sampsell (fsampsel@berriencounty.org)

- This board receives a per diem from the County.

Meetings are held yearly at the Courthouse. The Berrien County Jury Board is comprised of three members (2-Republican and 1-Democrat) who are appointed by the County Board of Commissioners based on the recommendation of the circuit judges of the judicial circuit. Not more than 2 can be of the same political party. The Jury Board is responsible for the processing of all juror questionnaires including most exemptions. The members of the Jury Board are:

Linda Cheek (D) 04/30/19
Virginia Antonson (R) 04/30/21
Debra Kamer (R) 04/30/23
Melissa Clapper (D) (Alternate) 04/30/19
LAND BANK AUTHORITY

Four year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111, ext. 8257
Contact: Katie Montoya (cmontoya@berriencounty.org)
Meets on the 4th Thursday of the month at 2:00 p.m. at the Administration Center - BOC Room

This board does not receive a per diem. The commissioners are paid out of the commissioner line item.

The Land Bank Authority through the Land Bank Fast Track Act, 2003, strives to strengthen and revitalize the economy of Berrien County by assembling or disposing of public property, including tax reverted property, in a coordinated manner to foster the development of the property and to promote economic growth. The Authority is made up of the Berrien County Treasurer, three persons appointed by the Board of Commissioners, and three Commissioners-at-large. The at-large appointees may be members of the Berrien County Board of Commissioners.

Ezra Scott, Commissioner 05/22/20
David Vollrath, Commissioners 05/22/20
Mamie Yarbrough, Commissioners 05/22/19
Stephen Smith 05/22/19
Cali Berg 05/22/21
Stephen Mitchell 05/22/21
Bret Witkowski Treasurer

2018 Schedule
January 25
February 22
March 22
April 26
May 24
June 28
July 26
August 23
September 27
October 25
November 29
December 27
LAND PRESERVATION BOARD
Three year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI
Phone: (269) 983-7111, ext. 8257
Contact: Katie Montoya (cmontoya@berriencounty.org)

- This board receives a per diem from the County. The commissioner is paid out of the commissioner line item.

**Meetings are convened as needed**

The purpose of the Land Preservation Board serves as an advisory body to the Berrien County Board of Commissioners with regard to Land Preservation issues. They will advise on the priorities for the purchase of farmland development rights; the price and method of compensation relative to the purchase of such development rights; and apply for state, federal, or other sources of grant funds to assist the purchase of development rights. The townships included are: Bainbridge, Chikaming, Lincoln, Sodus, Royalton, and Berrien.

The Board will be made up of nine (9) members to include: (1) member of the Berrien County Board of Commissioners; (1) member of the Berrien County Planning Commission; (3) members representing farming; (1) member representing the interest of realtors and developers; (1) member representing the conservancy community; (2) members that are elected officials from municipalities participating in the farmland preservation program.

Donald Baiers, Local Elected Official 06/30/2020
Rod Krieger, Planning Commission 06/30/2020
Ed Kretchman, Farmer 06/30/2020
Jon Hinkelman, Commissioner 06/30/2020
Richard Schinkel, Natural Conservancy 06/30/2019
Chris Marzke, Realtor/Developer 06/30/2019
Lois Foster, Farmer 06/30/2018
Brian Dargus, Farmer 06/30/2019
Vacant, Local Elected Official 06/30/2018
MENTAL HEALTH AUTHORITY BOARD
Three year terms
Riverwood Center, 1485 S. M-139, Benton Harbor, MI 49022
Website: www.riverwoodcenter.org
Phone: (269) 925-0585
Contact: Donna Mutz (djm@riverwoodcenter.org, ext. 1601)

➢ This board receives a per diem from the Mental Health Authority.
Meet the 3rd Wednesday of each month at 4:00 p.m. (with deviations).
Mission: Deliver personalized mental health services to create a positive environment for their consumers to improve their quality of life.
Berrien Mental Health Authority (Riverwood Center) provides information, care, and services ranging from occasional counseling sessions to full intervention for severe disabilities or mental illness; providing the choices, the means, the interventions, and supports for optimal mental health and recovery. The composition of the mental health authority shall be representative of providers of mental health services, recipients, or primary consumers of mental health services, agencies, and occupations having a working involvement with mental health services and the general public. At least 1/3 of the membership shall be primary consumers or family members, and of that 1/3, at least 2 must be primary consumers. No more than 4 may be commissioners.

Edward Meny 03/31/19
Shannon Trecartin 03/31/20
Reema Sarkar 03/31/20
Deb Panozzo, Commissioner 03/21/21
E. Arthur Robinson 03/31/19
Marion Maier 03/31/19
Randy S. Hyrns 03/31/21
Dr. Alice Williams 03/31/21
Nancy Johnson 03/31/21
Michael Majerek, Commissioner 03/31/19
Dan Schofield 03/31/20
Lynn Todman 03/31/20

2018 Schedule
January 17  July 18
February 21  August 15
March 21  September 19
April 18  October 17
May 16  November 21
June 20  December 19
PARKS AND RECREATION COMMISSION

Three year terms
Berrien County Parks Department
701 Main St., St. Joseph MI 49085
Phone: (269) 983-7111 Ext. 8435
Website: www.berriencounty.org
Contact: Sue Patzer (spatzer@berriencounty.org)

- This board receives a per diem from the County. The commissioners are paid out of the commissioner line item.

Meet the 3rd Wednesday, 4-5 times a year at 5:30 p.m. (location varies)

It is the mission of the Berrien County Parks and Recreation Commission to plan, acquire, develop and maintain, a responsive, efficient and creative natural resource based park and recreation system available to all citizens, composed of a variety of services, park areas and special facilities that contribute to the wellbeing of the individual, the family and the attractiveness, social and economic health of the Berrien County community. The Parks Board consists of ten members including the Chairman of the County Road Commission, the County Drain Commissioner, the Chairman of the County Planning Commission, and seven members appointed by the Board of Commissioners. At least one of the Board members may be a County Commissioner but not more than three.

Richard Schinkel 01/01/21
Bill Chickering 01/01/21
Carl R. Keefer 01/01/20
Anthony Korican 01/01/19
Julia LaSata 01/01/19
Chuck Baran 01/01/20
Mamie Yarbrough 01/01/20
J.B. Hoyt Planning Commission
Christopher Quattrin Drain Commissioner

2018 Schedule
PLANNING COMMISSION

Three year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111 Ext. 8617
Contact: Katie Montoya (cmontoya@berriencounty.org)

- This board receives a per diem from the county. The commissioners are paid out of the commissioner line item.

Meet the 2nd Tuesday monthly at 2:30 p.m. at the Administration Center in the BOC Room.

The Planning Commission shall consist of up to 11 members individually representing important segments of economic, governmental, educational, and social life development of the county. A majority shall not hold any other office. Up to three members of the Board of Commissioners are allowed. The Planning Commission has no actual zoning or land use planning authority, rather its role is advisory.

The Planning Commission has four basic functions:

1. To draft the County's Master Plan every five years.
2. To review and comment on local community Master Plans (in order to ensure land use consistency between neighboring communities).
3. To review amendments to local zoning ordinances.
4. To review rezoning actions of local communities.

Teri Freehling, Board of Commissioners 12/31/18
James Meister 12/31/18
Les White 12/31/18
Rodney Krieger, Jr. 12/31/18
Lois Foster 12/31/19
Eric Lester 12/31/19
Gregory Lammert 12/31/20
J.B. Hoyt 12/31/20
Vickie Wagner, Education 12/31/20
James Schueneman 12/31/19
Julia Smith 12/31/20
Christopher Quattrin Drain Commissioner

2018 Schedule
January 9 July 10
February 13 August 14
March 13 September 11
April 10 October 9
May 8 November 13
June 12 December 11 (Luncheon, Location to be determined)
PUBLIC TRANSPORTATION LOCAL ADVISORY COUNCIL (LAC)

Three year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111 Ext. 8262
Contact: Evan Smith (esmith1@berriencounty.org)

➢ This board does not receive a per diem.

Meetings are three times a year in January, May, and September at 10:00 a.m. at the Administration Center, Conference Room 4C.

The role of the Advisory Council is to review transportation services provided by Berrien County and advise staff on the provision of those services. State statute determines that the Advisory Council is made up of a senior member (65 years of age or older), a senior agency representative, a physically handicapped member, (2) agency representing the disabled, a human service agency representative, and a citizen.

Pamela Kahanek, Senior Agency 01/01/19
Tim Smith, Disability Agency 01/01/19
Cindy Gray, Disability Agency 01/01/19
Hanna Lei-Sam, Dept. of Human Services 01/01/19
Benjamin Shoemaker, Disability Advocate 01/01/21
Jackie Shuey, General Public 01/01/21
Mark Johnson, Senior Citizen 01/01/21

2018 Schedule
January
April
July
October
PUBLIC WORKS
Three year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111 Ext. 8788
Contact: Jennifer Arent (jarent@berriencounty.org)
  This board receives a per diem from the county. The commissioners are paid out of the commissioner line item.
Meet the 4th Wednesday of each month at 9:30 a.m. at the Administration Center – Room 4C.
The primary purpose of the Board of Public Works is to provide assistance in financing the municipal water, sewer and storm systems within the County. Membership consists of the Drain Commissioner in addition to 4, 6, or 8 other members. Members of the County Board may be appointed.

Conrad Larson 12/31/18
Don Meeks, Board Liaison 12/31/18
Bill Smith 12/31/18
Dale Sorget 12/31/20
Rachel Bernard 12/31/18
Glenn Zerler 12/31/18
Matt Kolez 12/31/20

2018 Schedule
January 24 July 25
February 28 August 22
March 28 September 26
April 25 October 24
May 23 November 28
June 27 December 26
SOLDIERS AND SAILORS RELIEF FUND COMMITTEE

Three year terms

Berrien County Veterans Affairs
701 Main St., St. Joseph, MI 49085

Contact: Lee Lull (llull@berriencounty.org, ext. 8118)

Meetings are held as needed.
- The committee does not receive a per diem.

The purpose of the Soldiers and Sailors Relief Fund Committee is to maintain and administer the Soldiers and Sailors Relief Fund and to consider applications for emergency grants.

Lee Lull Administrator
Roddy Glenn 12/31/2018
Dan Stice 12/31/2019
SOLID WASTE PLANNING COMMITTEE

Two year terms
Berrien County Community Development Department
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111, Ext. 8257
Contact: Katie Montoya (cmontoya@berriencounty.org)

- This board receives a per diem from the county. The commissioner is paid out of the commissioner line item.

Meetings are convened as necessary.

All terms expire **10/31/19**

The general purpose of the Solid Waste Planning Committee shall be to assist in the preparation of the County Solid Waste Management Plan by providing advice and consultation. There will be 14 members on the committee to consist of: 4 from solid waste management industry; 2 from environmental interest groups; 1 from County government; 1 from township government; 1 from regional solid waste planning agency; 1 from industrial waste generators; 3 from the general public.

Daniel Batts, Solid Waste Mgmt Industry  
Vacant, City Government  
Chuck Sittig, Township Government  
Ezra Scott, Commissioner  
Paul Pantaleo, Regional S.W. MI Plan Agency  
Vacant, Solid Waste Mgmt Industry  
Jim Spencer, Solid Waste Mgmt Industry - Landfill (??)  
Henry Valkema, Solid Waste Mgmt Industry - Hauler  
Larry Klett, Industrial Waste Generator  
Matthew Moser, General Public  
David Masiokas, General Public  
Joan Brown, General Public  
Bette Pierman, Environmental Interest Group  
Emily Heenan, Environmental Interest Group
SOUTHWEST MICHIGAN PLANNING COMMISSION

Three year terms
185 E. Main St., Suite 701, Benton Harbor, MI 49022-4440
Phone: (269) 925-1137 Fax: (269) 925-0288
Website: www.swmpc.org
Contact: John Egelhaaf, Executive Director, Ext. 1512 (egelhaafj@swmpc.org)
Patrice Rose, Admin Assistant, Ext. 1520 (rosep@swmpc.org)

This Board pays a per diem to those that do not receive one from their municipality. Our commissioners are paid out of the commissioner line item.

Meet the 3rd Tuesday quarterly (January – April – July – October) at 9:30 a.m. Location varies

2017 - Cass County SMC

The Southwestern Michigan Commission (SWMC) is a regional planning organization established to cooperatively address issues and develop plans or policies that affect Berrien, Cass, and Van Buren Counties. The SWMC primarily, is a federally-designated transportation planning agency, regional economic development planning district and MDOT-sponsored rideshare coordination office. The SWMC also provides technical or management assistance to local units of government in areas of grant writing, grant administration, recreation planning, Census information, and traffic studies. The Commission is made up of county commissioners (Berrien gets 4 membership seats), city and township representatives, and appointed citizens representing the three counties. Those appointed by Berrien County are as follows:

Yemi Akinwale, Citizen 12/31/19
Dick Stauffer, Citizen 12/31/19
Jim Stover, Citizen 12/31/19
Richard Remus, Citizen 12/31/18
James Schueneman, BC Planning Comm. 12/31/18
Ezra Scott, County Commissioner 12/31/18
Bill Chickering, County Commissioner 12/31/18
Teri Freehling, County Commissioner 12/31/18
Jim Curran, County Commissioner 12/31/18

Kristen Gunderson, Citizen 12/31/18
Gloria Payne, Citizen 12/31/18
Paul Pantaleo, Citizen 12/31/18
Don Ryman, Citizen 12/31/18
Dan Fette, Citizen 12/31/18
Marge Durm-Hiatt, Citizen 12/31/18

2018 Schedule:
Feb. 20 - Kinexus Service Center, 499 W. Main St., Benton Harbor
April 17 - Van Buren ISD Conf. Center, 490 S. Paw Paw St., Lawrence
June 19 - Van Buren ISD Conf. Center
August 21 - Kinexus Service Center
October 16 - Kinexus Service Center
December 18 - Van Buren ISD Conf. Center
TRUST INVESTMENT ADVISORY COMMITTEE (Meets with Finance Committee)

Three year terms
Berrien County Administration
701 Main St., St. Joseph, MI 49085
Phone: (269) 983-7111, ext. 8095
Contact: Annette Christie (akrieger@berriencounty.org)

➤ This committee receives a per diem and mileage from Berrien County. The Commissioners that sit on the committee submit it through their per diem sheet.

Meetings are held on the 4th Thursday of the month at noon in the Berrien County BOC Room at the Administration Center.

The Trust Investment Advisory Committee established in 2012. Its membership includes three citizens that have the technical knowledge and experience to advise the Berrien County Finance Committee (Berrien County Amended Retirement Board) on the performance of investments, consultants, and managers of the Berrien County Employee Retirement Plan in order to maximize growth. The committee may be made up of at least four, not more than six including the Finance Committee Chairperson. Pension Investment Firm: Russell Investments. Actuary: Gabriel Roeder. The Road Department and Riverwood

Robert Cultice 06/07/19
James Roberts 06/07/20
Joseph Wasserman 06/07/18

2018 Schedule
January 25
February 28
March 28
April 25
May 23
June 27
July 25
August 22
September 26
October 24
November and December undecided
WORKFORCE DEVELOPMENT BOARD (Michigan Works!)

Three year terms
499 W. Main St., Benton Harbor, MI 49022
Phone: (269) 927-1064
Website: www.miworks.org

Contact: Paula Polaskey, Executive Assistant (paulao@kinexus.org) ext. 1102

Meet 1st Friday bi-monthly (location varies) (Feb-Apr-June-Aug-Oct-Dec) at 8:00 a.m.

- This board does not pay a per diem. Our commissioners are paid out of the commissioner line item for every meeting they attend including sub-committees they are appointed to by Michigan Works.

The Workforce Development Board is a partnership between private and public sectors and County Commissioners. It establishes policies for federal and state grants administered by Michigan Works and also provides leadership in a collaborative effort to promote a world class workforce to meet the needs of area employers and to promote the creation of quality jobs for workers and communities in Southwestern Michigan. Private sector representatives shall be selected from among individuals nominated by general-purpose business organizations (i.e., Chamber of Commerce), after the organizations consult with and receive recommendations, from other business organizations in the Michigan Works area. The Chief Elected Official Board is made up of chief elected officials from Berrien, Cass, and Van Buren Counties. Each county is to designate two members. The board is made up of 19 members, 10 representatives from the private sector and 9 members to include (1) economic development rep.; (1) Michigan Rehabilitation Services rep.; (1) Family Independence rep; (1) community-based organization rep.; (1) labor rep.; (1) Employment Service agency rep.; and (2) education reps. Those appointed by Berrien County are as follows:

Vail Harding, Private Sector 12/31/18
Kathy Miller, Public Sector 12/31/18
Mike Welch, Private Sector 12/31/20
Trevor Kubatzke, Educational Advisory Group 12/31/19
Mamie L. Yarbrough (C.E.O.B.) 12/31/19
Jeanette Leahey (C.E.O.B.) 12/31/19
Rick Dyer, Private Sector 12/31/20
Tim Calhoun, Private Sector 12/31/19
John Janick, Public Sector 12/31/18
Robert Kara, Public Sector 12/31/19
David Colp, Private Sector 12/31/20
Three year terms
499 W. Main St., Benton Harbor, MI 49022
Phone: (269) 927-1064
Website: www.miworks.org
Contact: Paula Polaskey, Executive Assistant (paulao@kinexus.org) ext. 1102

2018 Schedule
February 2, Benton Harbor August 3, Benton Harbor
March 23, Location TBD October 5, Dowagiac SMC
June 8, Paw Paw Service Center December 7, Paw Paw Service Center

*Committee Meetings are held at the Benton Harbor Service Center.*

Impact Committee 9:00 a.m.
January 12
March 2
May 11
July 13
September 14
November 9

Investment Committee 8:00 a.m.
January 19
March 9
May 25
July 20
September 21
November 16

Business Development Committee 8:00 a.m.
January 17
March 14
May 16
July 18
September 19
November 21

**MICHIGAN WORKS IMPROVEMENT COMMITTEE - Yarbrough**
**MICHIGAN WORKS LEADERSHIP COMMITTEE - Leahey**
**MICHIGAN WORKS INVESTMENT COMMITTEE - Leahey**
# 9-1-1 ADVISORY BOARD

Three year terms
Berrien County Administration
701 Main St., St. Joe, MI 49085
Phone: (269) 983-7111, ext. 8258
Contact: Dave Agens (dagens@berriencounty.org)

Regular Meeting: Wednesday (not set schedule – 9:30 a.m. at 2100 Complex)

To promote the continued operation of the 911 Emergency System, to promote public awareness, to assist County Public Service Access Points (PSAP's) in providing service to their recipients and to assist the Berrien County Board of Commissioners by giving advice and making suggestions with respect to the operation of the 911 Emergency System. Membership consists of representation from (up to 3) Board of Commissioners, (1) Sheriff's Department, (1) Benton Harbor City, (1) St. Joe City, (1) Benton Charter Township, (1) Niles City, (1) Niles State Police, (1) Niles-Buchanan Emergency Service Council, (2) Berrien County Firefighter's Association, (1) Michigan State Police, (2) Berrien County Medical Control Authority, (1) Berrien County Township Association, (1) Berrien County Police Services Council, (1) Berrien County Information Systems Department, and (4) residents of Berrien County. Membership shall not exceed 23 members and no representative shall serve in more than one category.

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
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<tr>
<td>Bobby Daniel, Citizen</td>
<td>12/31/20</td>
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<tr>
<td>Vacant, Police Serv. Council</td>
<td>12/31/19</td>
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<td>Jim Stormont, Citizen</td>
<td>12/31/19</td>
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<tr>
<td>Jim Millin/Jenny Sullivan, Niles City</td>
<td>12/31/19</td>
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<td>Jeanette Leahey, Commissioner</td>
<td>12/31/19</td>
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<td>Paul Bailey/Chuck Heit, Sheriff's Dept.</td>
<td>12/31/19</td>
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<td>Michael Davidson, Fire Chiefs Association</td>
<td>12/31/18</td>
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<td>Ken Hoffman, Information Systems Director</td>
<td>12/31/18</td>
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<td>Vacant/Melinda Logan, Michigan State Police</td>
<td>12/31/18</td>
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<td>Jack Fisher/Kim Jefferies, Medical Control Authority</td>
<td>12/31/20</td>
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<td>Jim Curran, Commissioner</td>
<td>12/31/20</td>
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<tr>
<td>Bruce Stover/Rich Knuth, Firefighters</td>
<td>12/31/20</td>
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<td>Marvin Pschigoda, Citizen</td>
<td>12/31/20</td>
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<tr>
<td>Ted Post, Citizen</td>
<td>12/31/20</td>
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<tr>
<td>Dave Agens, County PSAP</td>
<td>12/31/18</td>
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<tr>
<td>Todd Taylor, Police Services Council</td>
<td>12/31/18</td>
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<tr>
<td>Dave Chandler, Michigan Twp. Assoc.</td>
<td>12/31/19</td>
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<tr>
<td>Vacant, Medical Control Authority</td>
<td>12/31/20</td>
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2018 Meeting Schedule

<table>
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<tr>
<th>Date</th>
<th>Month</th>
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<tr>
<td>January 31</td>
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<td>March 14</td>
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<td>May 23</td>
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<td>July 25</td>
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<td>September 26</td>
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<td>November 28</td>
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Boards that are not appointed by the Board of Commissioners
But that we have representation on

911 Quality Assurance Committee (sub-committee 911)
9:30 a.m. at the 2100 Empire Building
Berrien County 911
2100 E. Empire
Benton Harbor, MI 49022

Jeanette Leahey
Jim Curran

2018 Schedule
February 14 August 22
April 4 September 12
June 6 November 7

911 Technical Committee (sub-committee 911) (Meetings held with Operations Committee)
9:30 a.m. at the 2100 Empire Building
Held in Conjunction with the Operations Committee Meetings
Berrien County 911
2100 E. Empire
Benton Harbor, MI 49022

Jeanette Leahey
Jim Curran
Dave Vollrath

CEO MEETING
Held in various venues - hosted by Cornerstone Alliance
Meetings: Held 2nd Friday of the month.

Jon Hinkelman (or whomever the Chairperson is)

CORNERSTONE ALLIANCE BOARD
Held in various venues -

Jon Hinkelman (or whomever the Chairperson is)
The Berrien County Disaster Planning Committee was formed in February of 2003 to bring together the many disciplines that respond to emergency or disaster situations and share ideas on how to work together. The main purpose of the committee is to educate people on the Berrien County Emergency Plan and what is needed to make the plan work. The Disaster Committee has six sub-committees that focus on certain aspects of emergency response: mitigation/resources, administrative, exercise/training, communications/911/Dispatch, public information and animals/agriculture. Membership currently stands at 70 members.

David Vollrath
Commissioner
Jim Curran
Commissioner
Jeanette Leahey
Commissioner

HEALTH BOARD PREP MEETING

Board prep meetings are held two Fridays prior to the board meeting at 8:00 am
2149 E. Napier Ave.
Benton Harbor, MI 49022

Bill Chickering

2018 Schedule

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<tr>
<th>January</th>
<th>July</th>
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<td>February</td>
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<td>May</td>
<td>November</td>
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<td>June</td>
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HEALTH DEPT. WELL & SEPTIC REVIEW BOARD

2149 E. Napier Ave.
Benton Harbor, MI 49022

Ezra Scott
BERRIEN COUNTY HUMAN SERVICES COUNCIL
Meet the 1st Friday of each month.
The Council purpose is to promote the highest quality and most effective services for the people of Berrien County by fostering inter-agency collaboration for the development and implementation of needed human services. Membership consists of one person from each of the following areas: Board of Commissioners; Department of Human Services; Public Health; Berrien RESA; Trial Court; Community Mental Health; Area Agency on Aging; Sheriff's Department; Michigan Works; Prosecutor. Additional membership includes representation from these areas: other public or private agency, organization, or association providing human services to citizens of Berrien County; consumer representative; funding source/payor representative; business/industry representative; representative of other organizations involved in enhancing the quality of life for Berrien County residents.
Debra Panozzo

HOUSING RESOURCE NETWORK
Meet the 2nd Wednesday of the month, 9:00 a.m., Location varies
HRN Contact Email: berrienhrrn@gmail.com
HRN Coordinator: Bob Argue (eitc.argue@gmail.com)
HRN Chair: Jennifer Scally (jenniferscall@areaagencyonaging.org)
Debra Panozzo
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
Berrien County Sheriff Department, Emergency Management Department
2100 Complex
2100 E. Empire
Benton Harbor, MI 49022
(269) 983-7111, ext. 7216

- This board does not receive a per diem. The commissioners are paid a per diem from the county out of the commissioners’ line item.

Meet the 3rd Tuesday of every month at 9:00 a.m. at the 2100 Complex (except December)
The main task of the LEPC is to develop emergency response plans for extremely hazardous substances that threaten the community. Members of the LEPC may consist of elected officials, law enforcement, emergency management, fire, first aid/health, environmental organizations, hospital, transportation, broadcast/print media, community/human services groups, facility operators, organized labor, education, and agriculture. The LEPC appoints a chairperson, an information coordinator, and an emergency coordinator.

David Vollrath  
Commissioner
Jim Curran  
Commissioner
Jeanette Leahey  
Commissioner

The LEPC also has several teams (sub-committees):
Communications Team - Leahey
Business Team - Leahey
Special Needs Team - Leahey
Public Information/Education Team - Leahey
Mitigation Team - Leahey
Exercise Team - Leahey

MAC Committees:

MAC HEALTH & HUMAN SERVICES

Meetings held monthly on the 4th Monday at 10:00 a.m. at the MAC offices in Lansing, Michigan.

Deb Panozzo  
12/31/2018
**MSUE DISTRICT ADVISORY COUNCIL**

Two Year Term
Meet Quarterly at 1:00 p.m.– location varies
Contact: Julie Pioch, MSUE District 13 Coordinator (piochj@anr.msu.edu)(269-370-7878)
Website: www.msue.msu.edu
219 E. Paw Paw St., Ste 201, Paw Paw, MI 49079
The role of the MSU Extension District Advisory Council is to help identify needs of residents for Extension expertise; to assist others in the community and district in making use of MSU Extension education and services; and to advocate for MSU Extension programs.

Debra Panozzo 12/31/2018

**NILES AREA TRANSPORTATION**

Meet the 4th Tuesday of each month at 1:30 p.m.
Meetings held at: Niles City Council Chambers (Fire Station), 1345 E. Main St., Niles
Contact: Brandon Kovnat (kovnatb@swmpc.org) (269-925-1137, ext. 1524)
SW Michigan Planning Commission
376 W. Main St., Suite 130, Benton Harbor 49022-3651
The Niles/Buchanan/Cass Area Transportation Study (NATS) is responsible for the development, maintenance, and updating of the Niles/Buchanan area Transportation Plan. Committee membership is made up similar to TWIN CATS only from the Niles / Buchanan area.

Michael Majerek

2018 Schedule
January 23  June 26
February 27  July 24
March 27  August 28
April 24  September 25
May 22  October 23
November 27  December 18
POKAGON-NEW BUFFALO AREA LOCAL REVENUE SHARING BOARD (PNBALRSB)

Three year terms
P.O. Box 403
New Buffalo, MI 49117
Email: phclrsb@cityofnewbuffalo.org
Another contact: Carol.222@comcast.net

➢ This board does receive a per diem from the Local Revenue Sharing Board
Meetings are on the 2nd Tuesday of the month at 8:30 a.m. and the location rotates between New Buffalo Twp Hall and New Buffalo City Hall.
The PNBALRSB will be responsible for determining how to distribute the 2% of profits designated for municipalities that are generated from the Pokagon operated Four Winds Casino located in New Buffalo Township. The board will is made up of five members, one from Berrien County, one from New Buffalo Township, one from New Buffalo City, one member from the Pokagon Tribe, and one other member selected among representation from Chikaming Township, Three Oaks Township, Village of Michiana, Village of Grand Beach, Village of Three Oaks, New Buffalo Area Schools, Berrien County ISD (RESA), and Lake Michigan College.

Ezra Scott, Berrien County 07/31/20
Jon Hinkelman, Alternate to Berrien County

SEWAGE APPEALS BOARD
Health Department

2 members at large
1 Board of Commissioners
1 Board of Health
Corporate Counsel
Appointed by the Board of Health.
Meetings are held upon the filing of a filed appeal. Members are notified 15 days prior to a hearing date.

➢ This board receives a per diem and mileage paid by the Health Department. Our commissioner is paid out of the commissioner line item.

Ezra Scott
SOUTHWEST MICHIGAN ALLIANCE REGION THREE COMMITTEE (SMART)
(Formally known as Keyperson)
Contact: Dean Kapenga (dkapenga@gmail.com)
Meet bi-monthly
  ➢ The board does not pay a per diem, each commissioner is paid by their respective county.
    Our commissioners are paid out of the commissioner line item.
The purpose of the SMART Committee is one of unity among the fourteen counties in Region III, and sharing of information and learning from each other. The counties that make up Region III are Allegan, Barry, Berrien, Branch, Calhoun, Cass, Eaton, Ionia, Kalamazoo, Kent, Muskegon, Ottawa, St. Joseph, and Van Buren. At least one commissioner is to be appointed to SMART.

David Vollrath
12/31/18

SOUTHWEST MICHIGAN COMMUNITY ACTION AGENCY
One year terms
185 E. Main St., Suite 200, Benton Harbor, MI 49022
Phone (269) 925-9077
Contact: Deb Oleneack (doleneack@smcaaa.com)
Meet the 3rd Wednesday of each month at 6:00 p.m. (location varies)
  ➢ This board does not pay a per diem to those who serve. Our commissioners are paid out of the commissioner line item.
The Board of Commissioners appoints one Commissioner to serve on this board. They serve with Commissioners from Van Buren and Cass Counties to assist people in economic need. The board is made up of 18 members; 6 from Berrien, 6 from Van Buren, and 6 from Cass.

Don Meeks, Commissioner
12/31/18
SOUTHWEST MICHIGAN SOLID WASTE CONSORTIUM
One year term
Parks & Recreation Department
701 Main St., St. Joseph, MI 49085
Contact: Jill Adams (jadams@berriencounty.org)
Meet Bi-Monthly (Jan-Mar-May-July-Sept-Nov) on the 3rd Wednesday at 7:00 p.m.
Van Buren Administration & Land Services Building, 219 Paw Paw St., Suite 201, Paw Paw, MI
A round table of seven (Allegan, Berrien, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren) counties to share information on solid waste management issues and regional education and outreach for recycling and waste reduction programs. Up to two representatives from each county may serve and may include staff from the county as well.

Ezra Scott 2/28/19

2018 Schedule
January 17 - March 21 - May 16 - July - September 19 - November 21

SOUTHWEST MICHIGAN BEHAVIORAL HEALTH SUBSTANCE ABUSE DISORDER OVERSIGHT POLICY BOARD
Meetings are held at 4:00 p.m. at the 5250 Lovers Lane address typically bi-monthly on the 3rd Monday of the month (with exceptions).
Website: www.swmbh.org
Email: info@swmbh.org
5250 Lovers Lane, Suite 200, Portage, MI 49002 (1-800-676-0423)
The SWMBH Substance Use Disorder oversight Policy Board votes on the PA2 budgets and provides oversight to other substance use disorder related items for eight counties in southwest Michigan (Region 4). The Board of Commissioners in each County appoints up to two members that it deems best represents the interest of its County.

Michael Majerek
Debra Panozzo

2018 Schedule
January
March
May
July
August
November
TWIN CATS

Meetings:  the 3rd Monday of each month at 9:30 a.m.
Held at: Michigan Works, 499 W. Main St., Benton Harbor at 9:30 a.m.
Contact: Brandon Kovnat (kovnatb@swmpc.org) (269-925-1137, ext. 1524)

SW Michigan Planning Commission
376 W. Main St., Suite 130, Benton Harbor 49022-3651

TwinCATS is responsible for the development, maintenance, and updating of the Benton
Harbor/St. Joseph area Transportation Plan. The purpose of the plan is to guide expenditures
of transportation funds. The plan is updated every five years and identifies transportation
needs for the following twenty-five years. Committee members include members of local
municipality government, County Road Commission, FHWA, County Planning Commission, MDOT,
TCATA, Cornerstone Alliance, Southwest Michigan Regional Airport, and a County
Commissioner.

Bill Chickering

2018 Schedule
January 8
February 12
March 19
May 21
June 18
August 20
September 17
October 15
November 19
December 17

TRANSPORTATION STEERING COMMITTEE
*AD HOC Committee of the BOC

Teri Freehling
Jim Curran