

**BERRIEN COUNTY ADMINISTRATION COMMITTEE  
VIA ZOOM  
Minutes of April 15, 2021**

**Roll Call Present:** Jim Curran, Chairperson, via Zoom in Niles Charter Township  
Don Meeks Sr., Vice Chair via Zoom in Benton Charter Township (entered Zoom at 8:08am)  
David Vollrath, via Zoom in Coloma Charter Township  
Julie Wuerfel, via Zoom in Royalton Township

**Absent:**

**Scheduled:** Brian Dissette, County Administrator via Zoom  
Annette Christie, County Administration via Zoom  
Paul Jancha Jr., Chief Public Defender  
Tom Watson, Friend of the Court Director  
Chris Cook, Abonmarche Consultant

**Others:** Jennifer Arent, Recording Secretary via Zoom

**Call to Order**

Meeting called to order at 8:05 am. Roll Call as follows: 3 PRESENT: Curran, Vollrath, Wuerfel.  
1 ABSENT: Meeks.

*\*Meeks entered the meeting at 8:08am.*

**Resolution A2104196 – Acceptance of Title IV-D Grant Funding for FOC and Prosecutor**  
**Resolution A2104197 – MGT Financial Services related to Title IV-D Funding – Tom Watson**

Watson reviewed Resolution A2104196, which is a culmination of combining FOC and Prosecuting Attorney Title IV-D grant funding. The State reimburses 66%. The combined contract is effective through September 30<sup>th</sup>, then a new contract will be required. Watson reviewed Resolution A2104197 for consulting services. This contract will be through December 31<sup>st</sup>. Discussions ensued. The Committee concurred to move the resolutions forward to the full Board.

Watson informed the Committee that he will be retiring on July 30<sup>th</sup> and the opening has been listed.

**Road Department – Chris Cook**

Cook introduced himself and his work through Abonmarche. He has been at the Road Department for the past couple weeks and is working with the employees.

**Resolution A2104199 – Submit MIDC Grant for Public Defender – Paul Jancha, Jr.**

Jancha reviewed Resolution A2104199, which is the funding request to meet the State requirement for Standard 5, based on new legislation. He also reviewed the yearly adjustment. With the new Standard 5 requirement, judicial officers will no longer review court appointed attorney requests. It will now be through the Public Defender's office, which will require additional staff. He is requesting a complement of 2 entry level attorneys due to the additional documentation preparation for court. Jancha reviewed the additional points on the memo he previously sent to the Committee including additional funding for a Social Worker, Juvenile abuse and neglect

contracts, and the backlog of trials due to COVID-19 restrictions. Discussions ensued regarding future funding, current staff, and the COVID-19 backlog. Curran requested that no positions be filled until funding comes through. It is to then come back to the Administration Committee for review. After that, it is to go to PHSC and HR prior to the full Board. The Committee concurred to move the resolution to the full Board.

Dissette noted he will schedule the Commissioners to visit the new Defender's office.

**Approval of Minutes**

Motion by Meeks, supported by Vollrath, to approve the minutes of the March 31, 2021 meeting. Roll Call Vote as follows: 4 YEAS: Curran, Meeks, Vollrath, Wuerfel. Motion Carried.

**Public Comment**

None.

Chairman Curran adjourned the meeting at 8:52 am.

Respectfully Submitted,



Jennifer Arent  
Recording Secretary