

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the April 28, 2022 **Personnel and Human Services Committee** Meeting.

Meeting held in conference Room 4B of the County Administration Center. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
Bob Harrison	X		Mac Elliott, Brian Dissette, Annette Christie
Michael Majerek	X		Lora Freehling
Rayonte Bell	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- o Meeting called to order at 9:13 a.m.
- o Attendance is reflected above.
- o Motion by Commissioner Majerek, supported by Commissioner Bell to approve the minutes of April 21, 2022 as presented. 3 yeas, 0 nays Motion carried.
- o The following Resolutions were reviewed and signed by all Committee members:
 - o P2205261, a Resolution to change the complement in the Family Division of the Trial Court
 - o P2205266, a Resolution to renew the Health Department’s agreement with Eموcha Health
 - o B12141990, a Resolution to honor Robert Warren
- o Motion by Commissioner Bell, supported by Commissioner Majerek to approve the following advanced step hires, 3 yeas, 0 nays, motion carried.
 - o Gregory Skipper, Juvenile Center Director, grade 14, Step 7, annualized salary of \$102,831
 - o Anthony Delamora, Infrastructure Security Manager, grade 13, step 4, annualized salary of \$80,755

REGISTER OF DEEDS

Lora Freehling presented the ROD 2021 annual report. Highlights included:

- o The creation of a ROD mission statement
- o Plat Board description and activities, including annual expenditures
- o Staff biographies
- o Detailed explanation of fee collections and distribution
- o The use of eRecordings continue to increase
- o The number of documents received in the ROD continue to increase year over year. 38,849 documents were recorded in CY2021, which represents 5211 more than CY2020
- o Automation/Technology Fund receives \$5.00 from each recorded document. Lora highlighted uses for this fund (plotters, printers, software etc...)
- o The Foreclosure Search Division was detailed. IT began in 2010 and performs the title searches for the Treasurer’s Office foreclosures.

ADMINISTRATOR/CHAIRMAN

Annette Christie joined the Committee to discuss appointments to the Mental Health Board. The three incumbents (Marion Maier, Edward Meny, and E. Arthur Robinson) all applied for re-appointment. The Committee concurred with re-appointing all three incumbent board members.

Administrator Dissette provided a copy and discussed a letter awarding Broadband grants to Bainbridge and Oronoko Townships. He discussed the grant process going forward.

Chairman Elliott reviewed the consent calendar and discussed other Board business.

Adjourned 10:15 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director