

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the July 08, 2021 Personnel and Human Services Committee Meeting.

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

NAME	PRESENT	ABSENT	ALSO PRESENT
Bob Harrison	X		Nicki Britten, Courtney Davis, Brian Dissette
Rayonte Bell	X		Mac Elliott
Michael Majerek	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:10 a.m.
- Attendance is reflected above.
- Motion by Commissioner Bell, supported by Commissioner Majerek to approve the minutes dated 07/01/2021. Commissioner Bell – yea; Commissioner Majerek – yea, Commissioner Harrison, yea. 3 yeas 0 nays, motion carried.
- Motion by Commissioner Majerek, supported by Commissioner Bell to approve the following salary adjustments for new hires and a current employee transfer:
 - Jayme Bevington, Health Department - Public Health Nurse, grade 9 step 4, annualized salary of \$51,058
 - Heather Saberniak, Prosecutor’s Office – Legal Secretary II, grade 4, step 2, annualized salary of \$29,311
 - Elizabeth Sullivan, Health Department – PH Investigation Specialist, grade 7, step 4, annualized salary of \$42,193
- The following Resolutions were reviewed and signed:
 - P2107265 – Approve the TB services contract with Spectrum/Lakeland
 - P2107266 – Accept \$9000 from Michigan Department of Environment, Great Lakes and Energy for Lake Michigan beach monitoring.
 - P2107271 – Change in BCHD fee schedule to include administration fee for COVID vaccinations.
 - P2107272 – Accept \$4500 from Michigan Association of Local Public Health for staff counseling/training.
 - P2107007, Per diem payments for the month of June totaling \$5701.52

ADMINISTRATOR / BOARD CHAIR:

Administrator Dissette and Chairman Elliott joined the Committee. Administrator Dissette discussed Resolution P2107276, a contract with Nicki Britten to provide on-going support as needed. Other topics discussed included the marijuana tax revenue stream. Brian provided a draft policy statement for the Committee’s review.

PUBLIC COMMENT

No public comments.

Adjourned 10:01 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director