

BERRIEN COUNTY ADMINISTRATION COMMITTEE
Minutes of August 26, 2021

Roll Call Present: Jim Curran, Chairperson
Don Meeks Sr., Vice Chair
David Vollrath
Julie Wuerfel

Absent:

Scheduled: Brian Dissette, County Administrator
Mac Elliott, BOC Chairman
Caitlin Sampsell, 9-1-1 Director
Jennifer Flick, 9-1-1 Assistant Director

Others: Jennifer Arent, Recording Secretary

Call to Order

Meeting called to order at 9:18 am.

9-1-1 Update – Caitlin Sampsell

Sampsell introduced Jennifer Flick, her Assistant Director. She provided an update on the jail tower HVAC service agreement, which is just under \$1,500 per year for 3 years. They have contracted for deep cleaning the consoles for just under \$3,500. This has not been done since 2008. The CAD project is moving forward with call starting next month to move the platform and going live by February. Motorola has tested the 800MHz coverage on the Watervliet Tower and there were good results. Sampsell discussed Critical Connect, which will help with coverage at the State line. She is currently working with Motorola on South County coverage. All fire departments are working on the 800MHz paging and purchasing radios with the grant. Sampsell reviewed the staff levels. There are currently 31 on staff, 4 in current training which takes 6 months, and 1 retirement coming up. She noted the main reason given during exit interviews is the schedule. She has discussed with Corporate Counsel regarding changing to 12 hour shifts instead of the current 8 hour. The staff has requested the 12 hour shifts. Discussions ensued regarding radios and repeaters. Discussions ensued regarding capital improvements, which includes the CAD project, laptops for portability, and consoled desk replacements due to parts being unavailable for repairs. They have also outgrown the Niles site and are currently exploring other possibilities.

Q & A with Brian Dissette & Mac Elliott

Discussions ensued regarding mask mandates in surrounding counties. Discussions ensued regarding the filling of the Health Officer position. Discussions ensued regarding Corporate Counsel. Dissette stated the job posting for full time, in house counsel has been posted and they have contacted applicants from 2020. Dewane has agreed to contract to assist with training the new hire. Discussions ensued regarding the fire radios in Sodus Township and the possible need of a resolution stating all County radios will be on the 800MHz system.

Approval of Minutes

Motion by Wuerfel, supported by Meeks, to approve the minutes of the August 12, 2021 meeting. Motion Carried.

Resolutions

The following Resolution was moved forward to the full Board:
A2108304 – Approve agreement of Sheriff's Department for Brandywine Resource Officer

Public Comment

None.

Miscellaneous

None.

Chairman Curran adjourned the meeting at 10:27 am.

Respectfully Submitted,

J. Arent

Jennifer Arent
Recording Secretary