

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the October 27, 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		Lex Winans, Brian Dissette, Mac Elliott
Michael Majerek	X		Carrie Smietanka-Haney, Michelle Hannon
Rayonte Bell	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- o Meeting called to order at 9:15 a.m.
- o Attendance is reflected above.
- o Motion by Commissioner Majerek, supported by Commissioner Bell to approve the minutes of October 20, 2022 as presented. 3 yeas, 0 nays, Motion carried.
- o The following Resolutions were presented, discussed and signed by all Committee members:
 - o P2211183; Orchard Hill Landfill Recycling Agreement
 - o P2211392; College Course Reimbursement Policy reinstatement
- o Motion by Commissioner Bell, supported by Commissioner Majerek to approve the following advanced step hire requests; 3 yeas, 0 nays, motion carried:
 - o Tahsa Bethea, Prevention Specialist, Grade 7, Step 4, annualized salary of \$43,459
 - o Todd Fechner, Building & Groundskeeper, Grade 5, Step 4, annualized salary of \$35,918

GIS MAPPING:

Lex Winans, GIS Mapping Director, provided an update on the Department's support efforts to map served and unserved parcels for the broadband initiative. He shared the dashboards currently being developed. Lex met with the State of Michigan GIS strategic management team for a futuring session, with the goal to provide more information sharing in order to enhance efficiency within County GIS departments. Lex then highlighted various ongoing projects with the Register of Deeds, Health Department, Road Department, and Emergency Operations Center, along with discussing mapping assistance provided to the Prosecutor's Office, Drains, and some local municipalities. Finally, Lex reviewed website statistics, which showed an increase in overall visits to the GIS website.

TRIAL COURT

Trial Court Administrator Carrie Smietanka-Haney presented and discussed Resolution P2211393, a complement change request to delete a vacant Trial Court Clerk II position and to add a Court Security Officer position to better manage the security desk within the Court. The Resolution was signed by all Committee members.

CHAIRMAN OF THE BOARD/ADMINISTRATOR

Administrator Dissette briefed the Committee on the WMED (Medical Examiner) Services contract. The current contract expires at year end and the recommendation has been made to authorize a 90 day extension of the current contract and to target spring 2023 to finalize a new three year agreement. The Administrator and the Board Chairman discussed the meeting held Tuesday between the Clerk's Office and the Trial Court.

Adjourned 10:18 a.m.

Respectfully submitted,

Shelley Jasper,
Human Resources Director