

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the November 3, 2022, 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		Annette Christie, Brian Dissette, Mac Elliott
Michael Majerek	X		Paul Jancha Jr, Katelin Locke
Rayonte Bell	X		Thaddeus Hackworth
			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 October 27, 2022 as presented. 3 yeas, 0 nays, Motion carried.
- o Corporate Counsel Thaddeus Hackworth discussed a personnel issue.
- o Executive Staff Assistant Annette Christie distributed a current copy of the Board Bylaws and discussed same. PHSC members were asked to review the Bylaw document and provide input at next week's PHSC meeting regarding requested modifications. Annette will prepare a draft document for final review once all changes have been received.

CHAIRMAN OF THE BOARD/ADMINISTRATOR

Administrator Dissette and Chairman Elliott discussed upcoming Public Defender contracts for office space lease agreement renewal, conflict attorney panel, and the juvenile defense. Paul and Kaitlin were available to respond to questions. Administrator Dissette updated the Committee regarding staffing at Animal Control and mentioned hiring a consultant to help with updating policies and procedures and advising on best practices. Administrator Dissette will forward information to PHSC members to assist them as they consider January 1, 2023 salary schedule updates for Appointed Officials and Non-Unionized Employees.

Adjourned 10:25 a.m.

Respectfully submitted,

Shelley Jasper,
Human Resources Director