

## BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the July 22, 2020 Personnel and Human Services Committee Meeting.  
Meeting held in Board of Commissioner Room. Attendance was virtual and is as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Jim Curran, Tom Watson, Brian Dissette
Dave Vollrath	X		Annette Christie, Nicki Britten,
Teri Freehling	X		Warren Parrish
			Shelley Jasper

### COUNTY ADMINISTRATION

- Meeting called to order at 10:30 a.m.
- Motion by Vollrath, supported by Freehling to approve the minutes of March 19, 2020. 3 years, 0 days, Motion carried.
- Resolution B2007304 – CARES Act Funding; Commissioner Chickering mentioned that hazard pay was limited to law enforcement type of positions and feels other front line service providers should have also been included. Administrator Dissette explained this led to the development of Resolution B2007304. PHSC consensus was to move the Resolution to the Board for action.
- Resolution P2007300, Friend of the Court complement change resolution; Tom Watson discussed the rationale for the complement change. The retirement of a long time supervisor allowed for the FOC to review efficiencies and develop this proposal to enhance customer service. The Resolution summarizes the FOC's suggested complement changes. Much discussion ensued regarding supervisory structure, cost, staffing concerns, and efficiencies to be gained. PHSC asked that FOC Watson attend the 1:00 meeting with Administration Committee and if the Administration Committee was in favor, PHSC would support moving the Resolution to the full Board for consideration.
- Resolution P2007297, Equalization Department complement change; Warren Parrish introduced and discussed the Resolution. Warren mentioned a promotion led to the vacancy in the Data Coordinator position. He then detailed the reasons why eliminating the Data Coordinator and replacing it with an Appraiser position would lead to greater efficiencies within the office (larger applicant pool, more flexibility within the department, and cross training within the department). PHSC supports moving this Resolution to the full Board for consideration.
- Resolution P2007291, Health Department complement change; Nicki Britten introduced and discussed the Resolution which would change the Family Programs Supervisor to a Manager level and recognize the increase in family programming. Nicki explained that this would place all family based programming under one manager and would result in better program coordination and reporting consistency. Strategic leadership will be gained in the family area, which includes maternal support programming, infant mortality, and all other family based programs, including the Nurse Family Partnership Program. PHSC supports moving this Resolution to the full Board for consideration.
- Resolution P200302, a Resolution to approve an amendment to the CPBC agreement resulting in \$525,000 in additional funding (\$340,000 in COVID19 dollars) was reviewed and supported to move to the full Board for consideration.
- Resolution P2007303, the CPBC contract for CY2021 was reviewed and supported to move to the full Board for consideration. The initial amount of the contract from the State is \$3,330,779.

**PUBLIC COMMENT:** None

Adjourned 11:37 a.m.

Respectfully submitted,

Shelley Jasper  
Human Resources Director