

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the February 7, 2019 Personnel and Human Services Committee Meeting.

Meeting held in Conference Room 4B Roll was called. Results as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Mac Elliott, Bill Wolf
Teri Sue Freehling	X		Melissa Clapper, Lee Lull, Jason Latham
Dave Vollrath		X	
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:25 a.m.
- Motion by Commissioner Freehling, supported by Commissioner Chickering, to approve the minutes of the January 24, 2019 meeting. 2 yeas, 0 nays, 1 absent, motion carried.
- Motion by Commissioner Freehling, supported by Commissioner Chickering to approve the advanced step hire for Shalecia Smith, as an Investigator in the Public Defender’s Office. Ms. Smith’s rate of pay will be consistent with grade 8, step 5, \$49,371. 2 yeas, 0 nays, 1 absent, motion carried.

VETERAN’S SERVICES

Lee Lull, Veteran’s Affairs Administrator, provided a letter detailing a grant award. Lee discussed they received more than they had requested and will be discussing other departmental needs with Administrator Wolf. He said the first grant disbursement will be used for the following items:

- \$18,700 match for a new Battle Creek route van
- Part time office assistant
- Newspaper advertising
- Job related trainings

Lee then reviewed the normal quarterly and yearly reporting statistics, including:

- Veteran population
- Outreach effort during the quarter
- Burial Claims
- DAV transportation
- In office veteran count
- Claim processing numbers

Lee also provided a historical funding summary for the Soldiers and Sailors Relief Fund.

Lee then discussed meeting Vietnam Veteran Walter Swann. Mr. Swann participated in the 1964 Olympic trials in boxing. He discussed his desire to start his own boxing training business. Lee referred Ms. Swann to the “vetbizcentral” website.

Lee reminded the Committee of the upcoming Veteran Roundtable event scheduled for February 22 from 2:30 to 3:30 p.m. at Lake Michigan College. This will provide a comprehensive overview of available veteran services.

ADMINISTRATOR/CHAIRMAN

Chairman Elliott discussed a County fuel tax as a potential funding source for road repair and maintenance. He also advised that he would like to dedicate the Finance Committee Room to longtime Commissioner Kenny Wendzel.

Administrator Wolf provided a copy of the draft Classification and Compensation Study RFP and requested Committee review and feedback. Bill also advised that a project fund has been established under the BOC budget for the Brant and Dix Drain expenses. Bill further advised that a policy will be developed to set forth guidelines and procedures for properly responding to any future spills.

Commissioner Chickering distributed a copy of his proposed By-Law recommendations. He said further discussion will occur during the second or third quarter of 2019.

Jason Latham, Road Department Director, joined the Committee to continue the Committee of the Whole discussion.

Adjourned 10:32 a.m.

Respectfully submitted,
Shelley Jasper
Human Resources Director