

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the May 9, 2019 **Personnel and Human Services Committee** Meeting.

Meeting held in Conference Room 4B. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Dave Agens, Caitlin Sampsell, Nicki Britten,
Teri Sue Freehling		X	Courtney Davis, Annette Christie, Bill Wolf
Dave Vollrath	X		Mac Elliott
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:27 a.m.
- PHSC Chairman Chickering welcomed Commissioner Michael Majerek to the PHSC meeting. Commissioner Majerek was asked to attend by Board Chairman Mac Elliott.
- Motion by Commissioner Vollrath, supported by Commissioner Majerek, to approve the minutes of the April 25, 2019 meeting. 3 yeas, 0 nays, motion carried.
- Motion by Commissioner Vollrath, supported by Commissioner Majerek to approve the pension refunds as presented. 3 yeas, 0 nays, motion carried.
- Dave Agens and Caitlin Sampsell from the Public Safety Communication Center introduced Resolution P1905234, a Resolution to add a Quality Assurance Supervisor position to the current complement. Dave highlighted the various reasons why quality assurance is important, such as reduction in dispatching errors, better customer response/service, consistency in dispatcher performance, and overall reduction of liability/risk management for the County. The Resolution was signed by all Committee members present.

HEALTH DEPARTMENT

Health Officer Nicki Britten and Deputy Health Officer Courtney Davis presented and explained the following Resolutions, which were signed by all Committee members present:

Resolution P1905173

Title: Fetal Infant Maternal Review (FIMR) Contract

Type of Resolution: Contract

Financial Implication: Up to \$100 expense per interview (limited by number of infant deaths during the year) and up to \$200 for presentation at quarterly FIMR meetings

Main Points:

Due to a higher than the state average rate of fetal and infant mortality in Berrien County, there is a Fetal Infant Mortality Review (FIMR) program designed to understand the root causes of such deaths in our community and propose actions to reduce their rate. Maternal interviews are critical components of the FIMR program. BCHD wishes to contract with Ms. Daphne Pontius, BSN to conduct these maternal interviews for the FIMR program in Berrien County. Ms. Pontius will be paid on a lump sum basis according to contractually designated deliverable criteria (\$100.00 per Maternal Interview, \$25 for attempted maternal interviews, and \$50.00 for attendance and participation in community-based Fetal Infant Mortality Review meetings up to 4 times per year). The contract is in effect beginning May 16, 2019 through September 30, 2020.

Resolution P1905230

Title: Great Start Collaborative Funding Acceptance

Type of Resolution: Funding Acceptance

Financial Implication: Increase of \$2,560

Main Points:

Berrien County Health Department (BCHD) plans to continue to provide Safe Sleep services in Berrien County, and the Baby’s Own Bed program is one of those services. The Great Start Collaborative wishes to provide \$2,560 to BCHD for FY2019 to purchase at least forty Safe Sleep Kits to distributed to be parents as specified in the Baby’s Own Bed Program. The funding will be for the time period of October 1, 2018 – September 30, 2019.

Nicki advised the Committee of her upcoming FMLA leave. She explained that the Deputy Health Officer will serve as the Health Officer if a public health emergency occurs during Nicki’s leave. Nicki then informed the Committee that Board of Health member Dr. John Carter would like to relinquish his Board seat. Annette Christie explained the Board vacancy appointment process.

ADMINISTRATOR/CHAIRMAN

Administrator Wolf reviewed the strategic planning process for this afternoon. Bill provided a prototype of a business card that Commissioners could provide to the public which would contain information regarding how to self-report road issues such as potholes, downed trees and other road type issues. Chairman Elliott continued discussion from the Committee of the Whole presentation regarding transportation planning.

Adjourned 10:30 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director