

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the May 20, 2021 Personnel and Human Services Committee Meeting.
Meeting held Virtually via ZOOM. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
Bob Harrison	X		Annette Christie, Brian Dissette,
Rayonte Bell	X		
Michael Majerek	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 8:01 a.m.
- Attendance was taken:
 - Commissioner Harrison: Present via ZOOM Lincoln Township
 - Commissioner Majerek: Present via ZOOM Niles Michigan
 - Commissioner Bell: Present via ZOOM St. Joseph Michigan

COUNTY ADMINISTRATION:

- Motion by Commissioner Bell, supported by Commissioner Majerek to approve the minutes dated 05/06/2021. Commissioner Majerek – yea; Commissioner Bell – yea, Commissioner Harrison, yea. 3 yeas 0 nays, motion carried.
- Motion by Commissioner Bell, supported by Commissioner Majerek to approve the monthly pension refunds and rollover requests as presented. Commissioner Majerek – yea; Commissioner Bell – yea, Commissioner Harrison, yea. 3 yeas 0 nays, motion carried.
- Motion by Commissioner Majerek, supported by Commissioner Bell to approve the quarterly retirements as presented. Commissioner Majerek – yea; Commissioner Bell – yea, Commissioner Harrison, yea. 3 yeas 0 nays, motion carried
- An advanced step hire request for Health Department Hearing & Vision Technician applicant Danielle Partee was reviewed and discussed. Motion by Commissioner Majerek, supported by Commissioner Bell to approve grade 4, step 3 placement, which represents an annualized salary of \$30,482 for Ms. Partee. Commissioner Majerek – yea; Commissioner Bell – yea, Commissioner Harrison, yea. 3 yeas 0 nays, motion carried
- The following Resolutions were presented and discussed, and by consensus forwarded to the Full Board of formal action:
 - P2105005, April Per Diem Approval \$5750.96
 - P2105233, Michigan Health Endowment Fund \$46,000 grant acceptance. The grant will provide funding for community outreach to increase access to COVID vaccines.
- Administrator Dissette reviewed upcoming action items including the revised job description for the Health Officer, Road Department complement change update, and the Medical Director contract. PHSC will meet Thursday, May 27th at 8:00 a.m. (virtual meeting).

PUBLIC COMMENT

None

Adjourned 8:17 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director