

## BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the April 14, 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		Guy Miller, Amy Pheifer, Mac Elliott
Michael Majerek	X		
Rayonte Bell	X		
			Shelley Jasper

### COUNTY ADMINISTRATION

- Meeting called to order at 9:24 a.m.
- Attendance is reflected above.
- Motion by Commissioner Majerek, supported by Commissioner Bell to approve the minutes of April 7, 2022 as presented. 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. 3 yeas, 0 nays, motion carried.
- Motion by Commissioner Majerek, supported by Commissioner Bell to approve the following advanced step hire request:
  - Kyle Nickles, Applications Support Specialist, Grade 8 step 4, \$47,807; 3 yeas, 0 nays, motion carried.
- The following Resolutions were reviewed and signed by all Committee members:
  - P2204247, a Resolution to adjust the grade of the Road Department Shop Foreman position
  - P2204004, a Resolution to approve the March per diems totaling \$6,886.43
  - P2204223, a Resolution to establish elected official compensation for CY2023 & 2024

Benefits Manager Amy Pheifer introduced the concept of adding an Employee Assistance Program to the benefits package. Amy explained that EAPs are another tool employees can use to help balance work and home life stressors. The Committee reviewed the three vendors and agreed with Amy's recommendation to select the Pine Rest EAP. An authorizing Resolution will be forthcoming. Target commencement date is June 1, 2022.

### HEALTH DEPARTMENT

Acting Health Officer Guy Miller presented and discussed the following Resolutions, which were signed by all Committee members:

- P2204237 United Way of SWMI – Nurse Family Partnership Grant Award of \$95,000  
United Way of Southwest Michigan has identified nurse home visiting programs as a strategy to address the target area of Education and Health in the 2022-2025 funding period. Berrien County Health Department's Nurse-Family Partnership home visiting program has been a United Way Funded Partner since 2000 and seeks to continue this funded partnership. Berrien County Health Department (BCHD) desires to contract with United Way for the 2022-2025 Funding Cycle in order to continue providing the Nurse-Family Partnership (NFP) program in Berrien County. Funding awarded for this grant agreement is in the amount of \$95,000 annually (an increase of \$5,000 from the prior funding cycle) for NFP over a three-year grant period of July 1, 2022 to June 30, 2025 to support operational costs including staff time, travel expenses, and necessary supplies.
- P2204338 United Way of SWMI – Raising Up Healthy Babies Grant Award of \$50,000  
United Way of Southwest Michigan (UWSM) has identified the new Raising Up Healthy Babies (RUHB) Taskforce program, which works to address health inequities in maternal and infant health outcomes through system change, as a strategy to address its target area of Education and Health over the 2022-2025 funding period. Berrien County Health Department (BCHD) has been a United Way funded partner for a number of years, receiving grant awards in support of other family health programs and services for County residents. BCHD desires to contract with United Way 2022-2025 Funding Cycle in order to provide the Raising Up Healthy Babies Taskforce. Funding awarded for this grant agreement is in the amount of \$50,000 annually over a three-year grant period of July 1, 2022 to June 30, 2025 to support operational costs including staff time, travel expenses, and necessary supplies.
- P2204239 United Way of SWMI – Triple P Program Grant Award of 28,000  
United Way of Southwest Michigan has identified parent education programs as a strategy to address the identified target area of Education in the 2022-2025 funding period. Berrien County Health Department's (BCHD) Positive Parenting Program (Triple-P) provides evidence-based parenting

education and support. BCHD desires to contract with the United Way for the 2022-2025 Funding Cycle in order to continue providing Triple P interventions in Berrien County. Funding for this grant agreement is in the amount of \$28,000 annually (reduction from prior funding cycle amount of \$50,000) for the Triple-P Program over a three-year grant period of July 1, 2022 to June 30, 2025. The funding helps to meet the 50% match requirement of the Children's Trust Fund and supports operational expenditures including staff time, travel expenses, and necessary supplies.

Guy also discussed upcoming challenges and opportunities for the Health Department including filling important positions such as the Epidemiologist and Emergency Preparedness Coordinator.

**ADMINISTRATOR/CHAIRMAN**

The Chair of the Board joined the Committee and reviewed the topics of discussion in the other two Committees this morning.

Adjourned 10:15 a.m.

Respectfully submitted,

Shelley Jasper, Human Resources Director