

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES
May 23, 2023

The Human Resources / Public Safety Committee regular meeting was called to order by Chair Brian Potter at 4:00 p.m., in the Commissioners' Room, third floor, Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

Members Present: Brian Potter, Kathy Adams, Michael Bush, and Gary Taylor

Members Absent: None.

Also Present: Duane Alworden, Central Dispatch Director; Travis Baker, Central Dispatch Deputy Director; Jami Bigger, Deputy Administrator/HR Director; Randy Boike, Emergency Management Specialist; Undersheriff Richard Doehring; Megan Kujawa, Sr. Exec Admin Assistant; Kristi Nottingham, Treasurer; and Roxanne Snyder, Register of Deeds

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: *G.9. 911 Professional Services*

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Adams to approve the agenda, as amended. A vote was called, all in favor. Motion passed 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Taylor and supported by Comm. Bush to approve the April 27, 2023 Regular Meeting Minutes. A vote was called, all in favor. Motion passed 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Sheriff's Office Monthly Report (April 2023)

Undersheriff Doehring was present; a report was provided in the packet. Undersheriff Doehring reviewed the report. New Deputy Cadet graduates started their road patrol training. A Deputy will be completing their officer training certificate on June 10th. There will be four Deputy Cadets going through the sponsorship program starting in August.

G.2. MMR Monthly Update (April 2023)

No representative was present; a report was not provided.

G.3. Emergency Management Monthly Report (April 2023)

Mr. Randy Boike, Emergency Management Specialist, was present; a report was provided in the packet. Mr. Boike reviewed the report with the committee.

G.4. Central Dispatch Monthly Report (April 2023)

Mr. Duane Alworden, Central Dispatch Director, was present, a report was provided in the packet. The report was reviewed with the committee.

G.5. Central Dispatch Employee Roster Discussion

Mr. Alworden presented to the committee that he hopes to add a tenth dispatch position to his employee roster. This position would help with expanding services and decreasing overtime hours. There is money within Central Dispatch's fund balance for this addition. A discussion ensued and the committee tabled it until Mr. Porterfield is able to be present to discuss.

G.6. Veterans Services Monthly Report (April 2023)

Ms. Kathy Cline, Veterans Services Director, was not present; a report was provided in the packet. There were no questions or concerns with the report.

G.7. Employee Recognition

A motion was made by Comm. Bush and supported by Comm. Adams to forward a recommendation to the full board to present Marty Penney with a Certificate of Appreciation at the June 07, 2023 Board of Commissioners meeting. A vote was called, all in favor. Motion passed, 4-0.

G.8. Cadillac Wexford Transit Authority

a. A motion was made by Comm. Taylor and supported by Comm. Adams to forward a recommendation to the full board to accept Mr. Mark Howie's resignation from the Cadillac Wexford Transit Authority. A vote was called, all in favor. Motion passed, 4-0.

b. A motion was made by Comm. Adams and supported by Comm. Taylor to forward a recommendation to the full board to appoint Mr. Craig Hewitt to the CWTA with a term expiring December 31, 2025.

Comm. Bush asked if Mr. Hewitt previously served on the Airport Authority. Chair Potter stated that he did investigate this, and that Mr. Hewitt did, but due to situations at the time, Mr. Hewitt didn't feel that he was a good fit for the Airport Authority. Chair Potter also reached out to the CWTA Executive Director, Carrie Thompson, and she forwarded her approval and recommendation of having Mr. Hewitt on the CWTA.

A vote was called, all in favor. Motion passed, 4-0.

G.9. 911 Professional Services

A motion was made by Comm. Adams and supported by Comm. Bush to forward a recommendation to the Finance Committee to approve contracting with Legacy Litigation Group. A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Ms. Bigger informed the committee that the auditors were onsite last week but now are continuing to work on the audit remotely. Wednesday through Friday, Mr. Porterfield and herself will be out of the office at an Administrators Conference. On Friday morning the Administration office will be closed until the afternoon.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Bush to adjourn at 4:25 p.m. A vote was called, all in favor. Motion passed 4-0.



Brian Potter, Chair



Megan Kujawa, Recording Secretary