

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES
July 25, 2023

The 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 County Administrator/HR Director; Randy Boike, Emergency Management Specialist; Danielle Decator, District Court Administrator; Richard Doehring, Undersheriff; Megan Kujawa, Sr. Exec Admin Assistant; Kristi Nottingham, Treasurer; and Judge Audrey Van Alst

ADDITIONS OR DELETIONS TO THE AGENDA

REMOVED: *G.6. District Court Chief Deputy Clerk Reclassification Request*

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Bush 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 June 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 (June 2023)

Undersheriff Doehring was present; a report was provided in the packet. Undersheriff Doehring reviewed the report. He informed the committee that they received the first shipment of Deterra and that Sheriff is forming a policy on the direction and use of the product. They also received the TruNarc equipment and will be setting up training on the use of it. Deputy Lee is back at the Courthouse for security. They are down to 13 correction officers; interviews were done last week there were three that were offered positions, one of three pulled out and waiting to hear back from the other two.

G.2. MMR Monthly Update (June 2023)

Mr. Mosholder, Operations Manager, was not present; a report was provided in the packet. A written report was provided at the meeting. The Committee had no concerns with the report.

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

Mr. Randy Boike, Emergency Management Specialist, was present; a report was provided in the packet. Mr. Boike reviewed the report with the committee, there were no concerns regarding his report.

Chair Potter inquired on the status of the Emergency Operations Plan. Mr. Boike stated that he plans to meet with Lt. Decastro for review.

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

Mr. Duane Alworden, Central Dispatch Director, was present, a report was provided in the packet. The report was reviewed with the committee, there were no concerns regarding his report.

G.5. Veterans Services Monthly Report (June 2023)

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

G.6. District Court Chief Deputy Clerk Reclassification Request

Removed

G.7. District Court Chief Deputy Clerk Position Description

A motion was made by Comm. Adams and supported by Comm. Bush to approve the updated position description for the District Court Chief Deputy Clerk as presented, with the exception of striking, "Hourly position, Level M1" from the position description.

Ms. Bigger informed the committee that the position description will remain at the current classification and the recommended removal of the working from the presented description is due to the fact that position descriptions do not contain that information.

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

G.8. Resolution 23-14 Opposing State of Michigan Sanitary Code

A motion was made by Comm. Adams and supported by Comm. Bush to forward a recommendation to the full board to approve Resolution 23-14 Opposing State of Michigan Sanitary Code. A vote was called, all in favor. Motion passed, 4-0.

Comm. Taylor asked for confirmation that this came from the Health Department and is was confirmed.

CORRESPONDENCE

Medical Examiner Report for June.

ADMINISTRATOR'S COMMENTS

Ms. Bigger informed the committee that some employee vacancies have been filled one in the Clerk's office, one in the District Court Office, two in the Circuit Court office, and two at Friend of the Court. Weadock and Associates gave a rough market value rate increase projection for health insurance at 8%, rates for dental, vision, short-term disability, and life insurance are locked in from last year and those won't change. Lastly, the Sheriff's Office is having a Sexual Harassment Prevention training through MMRMA in September, and they opened it up to all County Employees and to make sure available seats are filled they are going to be opening it up to local agencies as well.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

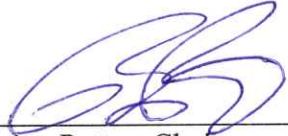
None.

CHAIR COMMENTS

None.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Bush to adjourn at 4:15 p.m. A vote was called, all in favor. Motion passed 4-0.



Brian Potter, Chair



Megan Kujawa, Recording Secretary