

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES
August 22, 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: Travis Baker, Central Dispatch Deputy Director; Jami Bigger, Deputy County Administrator/HR Director; Randy Boike, Emergency Management Specialist; Megan Kujawa, Sr. Exec Admin Assistant; Daniel Mosholder, MMR Operations Manager; Kristi Nottingham, Treasurer; Alaina Nyman, Clerk; Joe Porterfield, County Administrator/Equalization Director; Roxanne Synder, Register of Deeds; and Sheriff Trent Taylor

ADDITIONS OR DELETIONS TO THE AGENDA

ADDED: *G.8. Elections Coordinator and G.9. MERS Attendee*

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 July 25, 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 (July 2023)

Sheriff Taylor was present; a report was provided in the packet. Sheriff Taylor reviewed the report with the committee. He stated that the five cadets are in their second week at the academy. They are doing a second round of interviews for the open administrative assistant position. The Animal Control truck finally arrived.

G.2. MMR Monthly Update (July 2023)

Mr. Mosholder, Operations Manager, was present; a report was provided in the packet. Mr. Mosholder informed the committee that the ambulance garage project on Cobb Street is expected to start next week and be done by the end of September. They continue to look for paramedics and there was one that applied that he is looking to hear back from. They are in the process of hiring two full-time EMTs and one part-time. Munson piloted a van-service for psych transports and it only lasted two weeks, so MMR is back to doing transports.

G.3. Emergency Management Monthly Report (July 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. He stated he had been very busy over the past week with Active Shooter Drills, the Fair, and Buckley Old Engine show. All events were successful.

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

Mr. Travis Baker, Central Dispatch Deputy Director, was present, a report was provided in the packet. The report was reviewed by the committee, there were no concerns regarding the report. Mr. Baker noted that 911 has seen many hang up calls or pocket-dial calls and reminded everyone to be mindful of their phone or smartwatch settings because if the buttons are bumped, they may automatically call 911.

G.5. Veterans Services Monthly Report (July 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. Public Defender Office Report

Mr. Robert Champion, Chief Public Defender, was not present, a report was provided in the packet.

G.7. Resolution 23-15 Kristie Piskor Retirement Resolution

A motion was made by Comm. Taylor and supported by Comm. Adams to forward a recommendation to the full board to approve Resolution 23-15 Extending Appreciation for Kristie Piskor's Dedicated Service. A vote was called, all in favor. Motion passed, 4-0.

G.8. Elections Coordinator Position

A motion was made by Comm. Bush and supported by Comm. Taylor to approve the presented position description for the Elections Coordinator Deputy Clerk and forward a recommendation to the Finance Committee to discuss adding the position to the Clerk's roster at an L5 wage level.

Clerk Nyman informed the committee that it is not a required position by legislation, however, it is a much-needed position for her office due to the change in the requirements and regulations for elections. There have been several other counties that have adopted this position as well. It was not originally in her budget, and she hopes to get someone hired soon so they can be trained for the February primary. There is a grant available that may cover the costs of this position for 2024.

A vote was called. All in favor.

G.9. MERS Attendee

A motion was made by Comm. Adams and supported by Comm. Taylor to forward a recommendation to the full board to approve designating HR Director/Deputy County Administrator, Ms. Bigger, as the Office Delegate to attend the MERS Conference for 2023. A vote was called, all in favor. Motion passed, 4-0.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Admin. Porterfield stated that he was able to attend the County Fair and the Buckley Old Engine show; both of which seemed to have a good turnout.

Mr. Porterfield advised the committee that he will not be recommending any reclassifications of positions at this time with the state of the budget. He noted union negotiations will take place at the end of next year and increases are expected to come out of those. Mr. Porterfield reiterated the importance of being mindful of the taxpayer's dollars.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

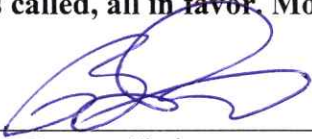
None.

CHAIR COMMENTS

Chair Potter stated that he will be accepting of those coming forward with position description updates, if there is a true need due to the job duties changing; however, he will not be in favor of requests for reclassifications to obtain a wage increase. He stated that the County needs to watch their budget and expenses.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Bush to adjourn at 4:21 p.m. A vote was called, all in favor. Motion passed 4-0.



Brian Potter, Chair



Megan Kujawa, Recording Secretary