

MONROE COUNTY BOARD OF COMMISSIONERS  
OPERATIONS COMMITTEE MEETING MINUTES  
FEBRUARY 8, 2021 AT 3:30 P.M.  
ELECTRONIC VIDEO/TELECONFERENCE VIA ZOOM MEETING

- I. The Meeting of the Operations Committee of the Monroe County Board of Commissioners held a regular meeting on May 13, 2020 via electronic video/teleconference via Zoom Meeting pursuant to the State of Michigan's Public Health Orders. Chairman Richardville called the meeting to order at 3:30 p.m. Roll call by Clerk as follows:

PRESENT: Mark Brant, George Jondro, Greg Moore, Jr. (left at 4:02 p.m.), Randy Richardville and David Swartout

ABSENT: None

A quorum being present, the Operations Committee was able to conduct business.

- II. Commissioner Moore led the Pledge of Allegiance.

- III. APPROVAL OF AGENDA (02/08/2021)

Motion by Commissioner Swartout, seconded by Commissioner Moore to approve the February 8, 2021 Agenda as presented.

Roll call by Clerk as follows:

| AYE                | NAY | EXCUSED |
|--------------------|-----|---------|
| Mark Brant         |     |         |
| George Jondro      |     |         |
| Greg Moore, Jr.    |     |         |
| Randy Richardville |     |         |
| David Swartout     |     |         |

Motion carried.

- IV. APPROVAL OF MINUTES (06/16/2020)

Motion by Commissioner Brant, seconded by Commissioner Moore to approve the June 16, 2020 minutes of the Operations Committee as presented and waive the reading thereof.

Roll call by Clerk as follows:

| AYE                | NAY | EXCUSED |
|--------------------|-----|---------|
| Mark Brant         |     |         |
| George Jondro      |     |         |
| Greg Moore, Jr.    |     |         |
| Randy Richardville |     |         |
| David Swartout     |     |         |

Motion carried.

V. COMMITTEE BUSINESS

1. Letter dated January 6, 2021 from Ms. Kim Comerzan, Health Officer/Director requesting approval to add/fill a full time Public Health Technician position with funding from the 2021 Health Department budget. The position is currently filled through Southeastern Michigan Health Association (SEMHA).

Ms. Comerzan and Ms. Jamie Dean, Finance Administrator/Education Director, Health Department, explained the request.

Motion by Commissioner Moore, seconded by Commissioner Jondro to recommend to the full Board to approve adding/filling a full time Public Health Technician at the Health Department with funding included in the 2021 Health Department budget.

Roll call by Clerk as follows:

| AYE                | NAY | EXCUSED |
|--------------------|-----|---------|
| Mark Brant         |     |         |
| George Jondro      |     |         |
| Greg Moore, Jr.    |     |         |
| Randy Richardville |     |         |
| David Swartout     |     |         |

Motion carried.

2. Letter dated February 1, 2021 from Sheriff Troy Goodnough, Monroe County Sheriff's Office outlining 2021 reorganization plan for Sheriff's Office with the following: (i) transitioning the majority of police officers from eight (8) hour shifts to twelve (12) hour shifts, (ii) creating 3 command officer positions at the rank of Lieutenant with no backfill of 1 Sergeant and 2 deputy positions; the number of funded positions and certified officers remain the same.

Sheriff Goodnough showed a PowerPoint presentation explaining the proposed plan. Discussion commenced and questions were asked and answered.

Motion by Commissioner Swartout, seconded by Commissioner Jondro to recommend to the full Board to approve the 2021 reorganization plan for the Sheriff's Office by approving the changes in hours of work, the changes in the funded positions and the associated authorizations required to implement the plan as presented with the plan's cost funded in the 2021 Sheriff's Office budget with a projected cost of \$217, 791 in the second year based on current amounts and the Committee refers the 2022 budget costs to the Administrator/CFO and Sheriff as the 2022 budget is developed.

Roll call by Clerk as follows:

| AYE                | NAY | EXCUSED |
|--------------------|-----|---------|
| Mark Brant         |     |         |
| George Jondro      |     |         |
| Greg Moore, Jr.    |     |         |
| Randy Richardville |     |         |
| David Swartout     |     |         |

Motion carried.

3. Letter dated January 28, 2021, from Mr. Michael Bosanac, Administrator/Chief Financial Officer submitting eight (8) updated County policies for consideration and approval. Includes a summary matrix of the policies recommended and the suggested updates for each policy.

Mr. Bosanac discussed the policy changes.

Motion by Commissioner Brant, seconded by Commissioner Swartout to accept the communication and recommend to the full board to approve the following updated County policies as presented or with any suggested edits:

- a. Policy 101-Organization and Structure of County Policies
- b. Policy 201-Preparation of Agendas for Board of Commissioner's Meetings
- c. Policy 202-Preparation & Distribution of Agendas for County Boards & Commissions (*New Policy*)
- d. Policy 203-County Resolutions, Special Tributes and Certificates
- e. Policy 204-Conflicts of Interest
- f. Policy 302-Claims Against the County
- g. Policy 307-Employee Expense Reimbursement
- h. Policy 608-Drugs, Narcotics & Alcohol

Roll call by Clerk as follows:

| AYE                | NAY | EXCUSED                             |
|--------------------|-----|-------------------------------------|
| Mark Brant         |     |                                     |
| George Jondro      |     |                                     |
|                    |     | Greg Moore, Jr. (left at 4:02 p.m.) |
| Randy Richardville |     |                                     |
| David Swartout     |     |                                     |

Motion carried.

VI. NEW BUSINESS – None

- VI. OLD BUSINESS –None
- VIII. CITIZENS TIME – None
- IX. INFORMATION–None
- X. COMMISSIONERS TIME –No comments were made by Commissioners.
- XI. ADJOURNMENT - Motion by Commissioner Brant, supported by Commissioner Jondro to adjourn. Voice vote taken and motion carried. Chairman Richardville adjourned the meeting at 4:29 p.m. with no further business.