MONROE COUNTY BOARD OF COMMISSIONERS
OPERATIONS COMMITTEE MEETING MINUTES
SEPTEMBER 19, 2023 AT 4:30 P.M.

I. The Meeting of the Operations Committee of the Monroe County Board of Commissioners was held in the Board Chambers in the City of Monroe on Tuesday, September 19, 2023. Chairman Richardville called the meeting to order at 4:30 p.m.

II. Roll call by Deputy Clerk, Lisa Sanders as follows:

PRESENT: Mark Brant, Greg Moore, Jr., Randy Richardville, David Swartout and David Vensel

ABSENT: None

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

III. PLEDGE OF ALLEGIANCE—Commissioner Vensel led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA (09/19/2023)
Motion by Commissioner Brant, supported by Commissioner Swartout to approve the September 19, 2023 Agenda as presented.

Voice vote taken. Motion carried.

V. APPROVAL OF MINUTES (05/11/2023)
Motion by Commissioner Vensel, seconded by Commissioner Moore to approve the May 11, 2023 minutes of the Operations Committee as presented and waive the reading thereof.

Voice vote taken. Motion carried.

VI. COMMITTEE BUSINESS

1. Letter dated August 30, 2023, from Sheriff Troy Goodnough requesting approval of a transition plan for Animal Control Enforcement services and restructuring of Sheriff's Records Division & Administrative Staff as outlined. These plans are a cost savings of $30,019.

   Chairman Richardville read the request into the record and Sheriff Goodnough explained further and answered questions from the Committee. Central Dispatch Director, Donna Kuti added her support to the restructuring of the Records Division.

   Motion by Commissioner Swartout, supported by Commissioner Moore to accept the communication, place it on file, and recommend to the full Board to approve the transition plan for Animal Control Enforcement services, the restructuring of the

Sheriff's Office Records Division, and the restructuring of the Sheriff's Office Administrative Division.

Roll call by Clerk as follows:

AYE	NAY	EXCUSED
Mark Brant		
Greg Moore, Jr.		
Randy Richardville		
David Swartout		
David Vensel		

Motion carried.

2. Letter dated September 11, 2023, from Ms. Annamarie Osment, Monroe County Clerk, requesting approval to reclassify Courtroom Clerks and the Jury/Mediation Clerk effective September 25, 2023. No additional appropriation is necessary; the cost of the upgrades are included in the Clerk's 2023 budget.

   Chairman Richardville read the request into the record and Ms. Osment explained further and answered questions.

   Motion by Commissioner Brant, supported by Commissioner Vensel to accept the communication, place it on file, and recommend to the full Board to approve the reclassification of Courtroom Clerks and the Jury/Mediation Clerk with no additional appropriation as the cost of the upgrades are included in the Clerk's 2023 budget.

   Roll call by Clerk as follows:

AYE	NAY	EXCUSED
Mark Brant		
Greg Moore, Jr.		
Randy Richardville		
David Swartout		
David Vensel		

   Motion carried.

3. Letter dated September 13, 2023, from Mr. Jeff McBee, Community Planning & Engagement Director requesting a part-time Veterans Services Assistant in the Veterans Affairs Department with an effective date of October 1, 2023. The cost of the additional position is included in the 2023 budget.

   Chairman Richardville read the request into the record and Mr. McBee further explained and answered questions. Ms. Aundrea Armstrong, Deputy Administrator/Chief

Financial Officer added that this position will not go on payroll until October 3, 2023 and not October 1, 2023.

Motion by Commissioner Brant, supported by Commissioner Swartout to accept the communication, place it on file, and recommend to the full Board to approve the hiring of a part-time Veterans Services Assistant in the Veterans Affairs Department with an effective date of October 3, 2023.

Roll call by Clerk as follows:

AYE	NAY	EXCUSED
Mark Brant		
Greg Moore, Jr.		
Randy Richardville		
David Swartout		
David Vensel		

Motion carried.

4. Letter dated September 12, 2023, from Ms. Aundrea Armstrong, Deputy Administrator/Chief Financial Officer, requesting approval of five (5) policy updates to the following:

    - Policy #401-Compensation
    - Policy #404-Dental Care Benefits
    - Policy #411-Health Care Benefits
    - Policy #425-Term Life and Accidental Death and Dismemberment
    - Policy #429-Vision Care Benefits

Chairman Richardville read the request into the record and Ms. Armstrong explained further and answered questions.

Motion by Commissioner Brant, supported by Commissioner Vensel to accept the communication, place it on file, and recommend to the full Board the updates to the aforementioned policies as presented.

Roll call by Clerk as follows:

AYE	NAY	EXCUSED
Mark Brant		
Greg Moore, Jr.		
Randy Richardville		
David Swartout		
David Vensel		

Motion carried.

VI. NEW BUSINESS –None

VII. OLD BUSINESS –None

VIII. CITIZENS TIME – None

IX. INFORMATION–None

X. COMMISSIONERS TIME –
No comments by Commissioners.

XI. ADJOURNMENT – With no further business, Commissioner Richardville adjourned the meeting at 4:50 p.m.