

MONROE COUNTY BOARD OF COMMISSIONERS
OPERATIONS COMMITTEE MEETING MINUTES
August 14, 2024 AT 4:00 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 Wednesday, August 14, 2024. Chairman Richardville called the meeting to order at 4:00 p.m.

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

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

ABSENT: Greg Moore (Excused)

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

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

IV. APPROVAL OF AGENDA (08/14/2024)

Motion by Commissioner Vensel supported by Commissioner Swartout to approve the August 14, 2024 Agenda as presented.

Voice vote taken. Motion carried.

V. APPROVAL OF MINUTES (06/26/2024)

Motion by Commissioner Swartout, seconded by Commissioner Vensel to approve the June 26, 2024 minutes of the Operations Committee as presented and waive the reading thereof.

Voice vote taken. Motion carried.

VI. COMMITTEE BUSINESS

1. Letter dated July 24, 2024, from Chief Judge Mark Braunlich, 38th Judicial Circuit Court, and letter dated August 7, 2024, from Jeff McBee, Human Resources Director, requesting approval to add one (1) full-time Facilitator/Mediator position and eliminate the funding for one (1) vacant Secretary position effective September 9, 2024. This position would be funded through the Friend of the Court 2024 budget with no additional appropriation needed.

Chief Judge Mark Braunlich explained the request.

Motion by Commissioner Swartout, supported by Commissioner Vensel to accept the communication, place it on file, and recommend to the full Board to approve the

proposed to approve adding one (1) full-time Facilitator/Mediator position and eliminate the funding for one (1) vacant Secretary position effective September 9, 2024.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated August 7, 2024, from Chief Probate Judge Cheryl Lohmeyer, 38th Circuit Court, Juvenile Section, Family Division, requesting a reorganization of the juvenile court and all departments that fall within, including probation, the Youth Center, and Enhancing Strengths & Supports (ESS) program. The Child Care Fund new grant cycle will cover all associated costs of the reorganization.

Ms. Melissa Strong and Mr. Jim Risinger explained the reorganization and answered questions.

Motion by Commissioner Vensel, supported by Commissioner Swartout to accept the communication, place it on file and recommend to the full Board to approve the proposed reorganization of the juvenile court and all departments that fall within, including probation, the Youth Center, and Enhancing Strengths & Supports (ESS) program.

Roll call by Clerk as follows:

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

Motion carried.

3. Letter dated July 10, 2024, from Jessica Paladino, Monroe County Indigent Defense (MIDC) Managing Attorney, requesting to reclassify the MIDC Coordinator Position from a Grade 10 to a Grade 11 and change the secretary position from part-time to full-time. The requested changes would be funded by the previously approved grant.

Ms. Paladino explained the request.

Motion by Commissioner Vensel, supported by Commissioner Swartout to accept the communication, place it on file and recommend to the full Board to approve the reclassification of the MIDC Coordinator Position from a Grade 10 to a Grade 11 and change the secretary position from part-time to full-time.

Roll call by Clerk as follows:

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

Motion carried.

4. Letter dated August 8, 2024, from Jason Berry, Community Planning and Engagement Department Director, requesting approval to add one (1) full-time Veterans Services Coordinator position to the Department of Veterans Affairs, pending approval of grant funding for the position from the Michigan Veterans Affairs Agency. This position would be funded 100% by the grant, if approved.

Mr. Berry explained the request.

Motion by Commissioner Swartout, supported by Commissioner Vensel to accept the communication, place it on file and recommend to the full Board to approve adding one (1) full-time Veterans Services Coordinator position to the Department of Veterans Affairs, pending approval of grant funding for the position from the Michigan Veterans Affairs Agency.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated July 24, 2024, from Jamie Dean, Monroe County Health Department, Health Officer, requesting approval to create a Food Program Coordinator & Standardized Trainer position and reclassify a current Registered Sanitarian to the position effective January 1, 2025. The requested reclassification would be 100% funded within the 2025 Health Department budget due to increased grant funding from the Michigan Department of Health and Human Services.

Ms. Dean explained the request.

Motion by Commissioner Brant, supported by Commissioner Vensel to accept the communication, place it on file and recommend to the full Board to approve creating a Food Program Coordinator & Standardized Trainer position and reclassifying a current Registered Sanitarian to the position effective January 1, 2025.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated August 8, 2024, from Jamie Dean, Monroe County Health Department, Health Officer, requesting approval to grant one year of prior service credit to nurse candidate, Kathy Hollett. This position would be funded 100% within the current Health Department budget.

Ms. Dean explained the request.

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 request to grant one year of prior service credit to nurse candidate, Kathy Hollett.

Roll call by Clerk as follows:

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

Motion carried.

7. Letter dated August 8, 2024, from Jamie Dean, Monroe County Health Department, Health Officer, requesting approval to grant four (4) years of prior service credit to nurse candidate, Audrey Petree. This position would be funded 100% within the current Health Department budget.

Ms. Dean explained the request.

Motion by Commissioner Swartout, supported by Commissioner Vensel to accept the communication, place it on file and recommend to the full Board approve the request to grant four (4) years of prior service credit to nurse candidate, Audrey Petree.

Roll call by Clerk as follows:

AYE	NAY	EXCUSED
Mark Brant		Greg Moore
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 4:41 p.m.