

Commissioners
Gail Patterson-Gladney, District 1
Kurt Doroh, District 2
Richard Godfrey, District 3
Mike Chappell, District 4
Randall Peat, District 5
Donald Hanson, District 6
Paul Schincariol, District 7



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Administrative Affairs Committee Agenda

December 14, 2021

2:00 PM

Committee Members: Commissioner Gail Patterson-Gladney (Chair), Commissioner Randall Peat, Commissioner Paul Schincariol

You may attend the meeting in person in the Board of Commissioners chambers at the address listed above, or you may attend by Zoom.

Click this link to join the Zoom webinar: <https://us02web.zoom.us/j/89123577829>
To join the Zoom webinar by Telephone, Dial: 1(301) 715-8592, or 1(312) 626-6799
Webinar ID#: 891 2357 7829

1. Call to Order
2. Additions/Deletions to the Agenda
3. Approval of Agenda
4. Approval of Minutes
 - A. 11/9/2021 Administrative Affairs Committee Meeting Minutes
Presented by:
Cari Elmore, Administrative Services Coordinator
5. Agenda Items
 - A. SHRM - Employee Engagement Survey Proposal
Presented by:
Anna Cerven, Director of Human Resources
 - B. Full-Time Mobile Drug Tester Position Creation
Presented by:
Rachel Lindley, Trial Court Administrator
 - C. USDA Lease Offer for 57418 CR 681, Hartford, MI
Presented by:
Frank Hardester, County Administrator
 - D. Materials Management Community Engagement Grant
Presented by:
Emilly Hickmott
Daniel Schoonmaker
 - E. Re-Appointment of Don Hanson and Gail Patterson-Gladney to the Area Agency on Aging.
Presented by:
Frank Hardester, County Administrator
 - F. Appointment of Lisa Imus to the Land Bank Authority
Presented by:
Trisha Nesbitt, Treasurer
 - G. Tax Adjustment Specialist Salary Exception

Presented by:
Trisha Nesbitt, Treasurer

6. Adjournment

Van Buren County will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at any meeting/hearing upon ten (10) days' notice to the Van Buren County Board of Commissioners' Office. Individuals requiring auxiliary aids or services should contact Van Buren County by emailing admin@vanburencountymi.gov or by calling the Board of Commissioners office at (269) 657-8253.