

**MANISTEE COUNTY BOARD OF COMMISSIONERS
ASSIGNMENTS FOR 2015**

County Board Chairperson: Ken Hilliard
County Board Vice-Chairperson: Jeffrey Dontz

2015 STANDING COMMITTEES:

In addition to their regular duties, each committee shall act as liaison between the Board and the various county offices, boards and agencies which are applicable to that committee. The committee will formulate a recommendation and refer the matter to the full Board or another appropriate committee.

Executive/Joint Court Committee:

Members: Jeff Dontz, Chairperson
Richard Schmidt
Karen Goodman

Some meetings held jointly
with Manistee & Benzie Counties

This committee's functional areas of responsibility will include issues regarding County Administration, County Clerk, Prosecuting Attorney, Register of Deeds, County Board, Circuit Court, Friend of the Court, District Court, Probate Court, Child Care, Law Library, Elections, Resolutions.

Green Team/Recycling Committee:

Members: Brook Shafer, Chairperson
Karen Goodman
Alan Marshall

This committee shall be responsible for all solid waste and recycling related issues and focuses on conservation and energy reduction techniques. The Committee is also part of the Energy Fair Advisory Board.

Housing Review Committee:

Members: Jeff Dontz, Chairperson
Karen Goodman
Alan Marshall

Reviews and supervises MSHDA funds being spent locally by the Housing Program Administrator. Meets on an as-needed basis.

Personnel Committee:

Members: Ken Hilliard, Chairperson
Mark Bergstrom
Jeff Dontz

This committee shall review and make recommendations for policy and programs in the areas of personnel, classifications, collective bargaining, compensation, fringe benefits and employee grievances. Also maintains a central policy handbook and the Board Rules of Procedure handbook.

Public Safety Committee:

Members: Ken Hilliard, Chairperson
Jeff Dontz
Brook Shafer

This committee may review and make recommendations in operations and policy. Functional areas of responsibility include: Emergency Services, Sheriff Department, Secondary Road Patrol, Marine Patrol, Jail, Animal Control, 9-1-1/Central Dispatch and other public safety operations.

It shall be the duty of this committee to work in conjunction with Administration to study and advise the Board with respect to matters which otherwise are not covered by the Ways & Means or Physical Resources Committee.

Regional Summit Committee:

Members: Brook Shafer, Chairperson
Mark Bergstrom
Karen Goodman

This committee will plan a Regional Summit at least once per year, using a facilitator (new each time). Move meetings around the County. Also in charge of Employee Recognition Dinner - with a goal of 75% attending.

Technology/Information Committee:

Members: Richard Schmidt, Chairperson
Mark Bergstrom
Gordon McLellan, Network Administrator
Employees & Elected Officials representing all Departments and Courts

This committee shall assess and evaluate present computer equipment and systems. Plan for upgrades in software and uniformity in systems. Plan for internet service county-wide (broadband) and microfilming and/or best method of preserving records. Continue work in G.I.S. systems.

Ways & Means/Finance/Equalization/Investment/Physical Resources Committee:

Members: Mark Bergstrom, Chairperson
Ken Hilliard
Richard Schmidt

This committee serves as the financial watchdog of the County. This Committee works with the County Controller/Administrator, the Finance Officer and all Departments, Courts and Agencies, in the preparation of the annual budget. Reviews and makes recommendations on all requests for new funding, including staff, new programs and equipment. Reviews all claims for payment, approves payment as provided in the Appropriation Act. Reviews status of approved capital improvements. This committee is also responsible for Equalization Department issues. Works with the County Treasurer on policy regarding the County's investments.

Functional areas of responsibility include Building Authority, Equalization Department, County Treasurer, non-profit organizations, insurance, unemployment.

2015 SPECIAL ASSIGNMENTS:

2-1-1 Action Team – Karen Goodman

9-1-1/Central Dispatch Board – Brook Shafer
Participates as a voting member of the 9-1-1/Central Dispatch Board

Agricultural Society (Fair) Board – Ken Hilliard
Participates as a voting member of the Manistee County Fair Board. Also serves as a liaison between the Fair Board and the County Board of Commissioners.

Airport Authority (Full Board Appointment) – Mark Bergstrom (term expires 12/31/16); Alan Marshall (term expires 12/31/17); Brook Shafer (term expires 12/31/17)
Participates as a voting member of the Manistee County Airport Authority.

Alliance for Economic Success – Alan Marshall, Tom Kaminski Alt
Participates as a voting member of this Board.

Area Agency on Aging of Northwest Michigan – Mark Bergstrom
Participates as a voting member of this 10-County organization which serves mainly the senior population. Also works as a liaison between the Area Agency on Aging of Northwest Michigan and the local Council on Aging.

Bar Lake Improvement Board – Jeff Dontz

Bear Lake Improvement Board (MILFOIL) - Ken Hilliard

Betsie River Natural River Zoning Review Board & Pine River Natural River Zoning Review Board – Brook Shafer; Richard Schmidt (alternate)

Centra Wellness Network (Full Board Appointment) – Karen Goodman (term expires 3/31/15); Richard Schmidt (term expires 3/31/17)
Participates as a voting member on the Manistee-Benzie Community Mental Health Board.

Chamber Alliance – Alan Marshall
Serves as a liaison between the Chamber and the County Board of Commissioners.

Conservation Resource Alliance – Brook Shafer

District Health Department No. 10 - Ken Hilliard; Richard Schmidt; Karen Goodman (alternate)
Serves as a voting representative of the 10-County District Health Department. Meets monthly in various participating Counties.

FiveCap Board – Mark Bergstrom; Alan Marshall (alternate)
Participates as a voting member on the local Five Cap Board of Directors

Human Services Coordinating Body – Mark Bergstrom
Serves as a liaison between all human service agencies and the Board of Commissioners.
Serves on the HSCB Board as a voting member.

Local Development Funding Authority – Jeff Dontz

Local Revenue Sharing Board (Full Board Appointment) – Ken Hilliard (term expires 12/31/15)
Serves as the County's Representative on the Board. Distributes 2% casino funds to local organizations as grants. Participates as a voting member on this Board.

Manistee/Benzie Community Corrections Advisory Board - Ken Hilliard

Serves on behalf of the Manistee County Board of Commissioners on an advisory Board which supervises the activities of the Community Corrections State Grant Program.

Manistee County Chapter of MTA – Jeff Dontz

Serves as a liaison between the Township Boards in Manistee County and the Manistee County Board of Commissioners.

Manistee County Library – Richard Schmidt

Serves as a non-voting liaison between the Library Board and the Manistee County Board of Commissioners.

Manistee County Road Commission – Jeff Dontz

Serves as a liaison between the Manistee County Road Commission and the Manistee County Board of Commissioners.

Manistee County Transportation – Roger Cody (term expires 12/31/15); Kathy Fenstermacher (term expires 12/31/15); Brook Shafer (term expires 12/31/15)

Participates as a voting member of the Manistee County Transportation, Inc., Board of Directors.

Medical Care Facility Liaison – Karen Goodman

Michigan Municipal Risk Management Authority - Thomas Kaminski; Mark Bergstrom (alternate)

Serves as the Member Representative for Manistee County on all property and liability insurance issues. Attends semi-annual Board of Directors meetings of this self-insured risk pool organization.

Northern Counties Association - Richard Schmidt, Karen Goodman (Alternate)

Participates on behalf of the Manistee County Board of Commissioners in a dues paying organization of Northern Michigan Counties that meet monthly in Grayling to share common issues.

Northern Michigan Regional Entity - Richard Schmidt (Appointed by Centra Wellness Board)

Networks Northwest - Richard Schmidt

Participates as a voting member of this 10-County organization. Meets monthly in Traverse City.

Northwest Michigan Council of Governments Solid Waste Advisory Council - Robert Carson;

Alan Marshall (alternate)

Planning Commission - Richard Schmidt

Participates as a voting member of the Manistee County Planning Commission

Prison Liaison Committee – Jeff Dontz

Serves as a liaison between the Manistee County Board of Commissioners and Oaks Correctional Facility and discusses prison issues that affect the Community.

Solid Waste Council – Alan Marshall

Participates as a voting member of the Manistee County Solid Waste Council

West Shore Medical Center Liaison – Karen Goodman

The County Board Chairperson may from time to time appoint additional Committees to handle special assignments and projects.

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