

TO THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY: Your County Personnel and Human Services Committee respectfully recommends the adoption of the following:

RESOLUTION

WHEREAS, persistent job vacancies, additional duties and an increase in appeal cases have prompted the County Clerk to review job responsibilities, and

WHEREAS, the County Clerk has reviewed the staffing complement and determined that a change is necessary in order to maximize efficiencies; and

WHEREAS, the FOPLC – Civilian Unit has concurred with the proposed change.

NOW, THEREFORE BE IT HEREBY RESOLVED, effective November 18, 2021, the following complement change is approved:

DELETE

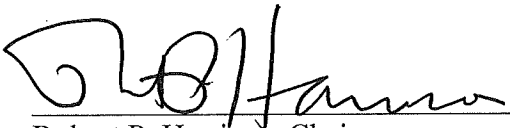
Deputy Circuit Court Clerk I
1 FTE
Grade 3

ADD

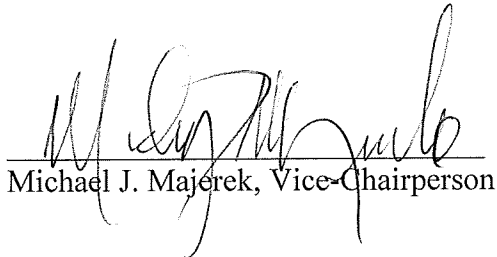
Senior Deputy Circuit Court Clerk I
1 FTE
Grade 4

BE IT FURTHER RESOLVED, that the County Clerk has the necessary funding in the budget to effectuate this change.

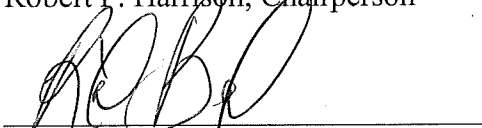
**RESPECTFULLY SUBMITTED,
BERRIEN COUNTY PERSONNEL AND HUMAN SERVICES COMMITTEE**



Robert P. Harrison, Chairperson



Michael J. Majerek, Vice-Chairperson



Rayonte D. Bell

RESOLUTION APPROVED AS TO FORM	
Administrator _____	Date 11-15-21
Comments Attached _____	
Corporate Counsel _____	Date _____
Comments Attached _____	