



CASS COUNTY BOARD OF COMMISSIONERS

MERS COMMITTEE MEETING

MAY 22, 2024

1:00 PM

Kincheloe Room

1. CALL TO ORDER
2. ROLL CALL
3. ADDITIONS/DELETIONS TO AGENDA
4. APPROVAL OF AGENDA
5. APPROVAL OF THE DECEMBER 20, 2023 MERS COMMITTEE MEETING MINUTES
6. OLD BUSINESS
 - a. Review MERS representative meeting
7. NEW BUSINESS
8. PUBLIC COMMENT (LIMITED TO 3 MINUTES)
9. COMMITTEE MEMBER COMMENT
10. ADJOURNMENT



CASS COUNTY BOARD OF COMMISSIONERS

MERS COMMITTEE MEETING MINUTES

Wednesday, December 20, 2023

1. The meeting was called to order at 1:02 p.m. by Commissioner Lawrence.
2. Roll call was taken with Commissioner Lawrence, Commissioner Howie, Administrator Newton, Human Resources & Payroll Director Daly, GIS Director Espeland, and Deputy FOC Director Bakeman present. Finance Director Rentfrow was absent. Communications Manager Neldon was present to take minutes. There were no visitors present.
3. Jones moved, Lawrence seconded, CARRIED, to approve Agenda as amended to assign item 6B: MERS Representatives to Administrator Newton instead of Director Daly.
4. Newton moved, Jones seconded, CARRIED, to approve November 15, 2023 MERS Committee Meeting Minutes as presented.
5. Old Business
 - A. Questions for MERS
 - i. Deputy Director Bakeman reported that questions have not been sent out, pending committee approval.
 - B. MERS Representatives
 - i. Administrator Newton reported that the County's MERS representative offered January 12, 2024 as a proposed date to host an in-person meeting with any County employees who wished to attend. The committee questioned whether this date allowed enough time to solicit questions, pare down any duplicate questions and give MERS enough time to prepare.
 - ii. Administrator Newton will send an email to department heads and elected officials requesting any questions for MERS be shared with their building representative by January 10. Building representatives (Newton for Admin, Bakeman for Law and Courts, Tracy Monroe for Sheriff's Office) will review questions only to eliminate duplicate questions. Newton will submit to MERS, and request that MERS host an in-person meeting in Commissioners Chambers near the end of January. The meeting will be recorded for anyone who may not be able to attend.
6. New Business
 - A. Posting agendas and minutes to County website
 - i. In an effort to be as transparent as possible, administration is polling boards and committees about whether they would like to post minutes and agendas to the County website. All were in favor of doing so.
7. No public comment was given.
8. No committee member comment was given.
9. Jones moved to adjourn the meeting at 1:24 p.m.