

# WEEKLY REVIEW

BENTON COUNTY BOARD OF COMMISSIONERS  
May 24, 2022



This document is a weekly review of the Board of County Commissioners meeting, Tuesday, May 24, 2022. Information related to agenda changes, Consent Agenda, and Public Comment are on the [County website](#).

## Scheduled Business

### *Line-Item Transfer, Fund No. 0148101, Dept 136 (Office of Public Defense) for Temporary Help – Eric Hsu, Public Defense Manager & Lexi Wingfield, HR Manager*

Due to current needs in the Office of Public Defense (OPD) in relation to staffing and caseloads, the Public Defense Manager worked with HR and Administration to create a temporary help line-item for Rule 9 Interns. Rule 9 Interns are currently used in the Prosecuting Attorney's Office. Rule 9 Interns are second-year law students that are able to carry caseloads, with restrictive limits, and provide them the opportunity for experience while assisting with OPD caseloads. It is recommended that the temporary help line item be created to fund two (2) Rule 9 Intern positions at \$21 per hour. **The Board moved and seconded to approve the resolution and line-item transfer to create Position 1529 as Temporary Help – Rule 9, transferring funds from a vacant Public Defense Attorney position, as presented. Motion carried.**

### *Establish the Risk Management Coordinator – Adam Morasch, Risk Manager & Lexi Wingfield, HR Manager*

The Risk Manager has identified a need to create a Risk Management Coordinator and worked with Administration and HR to create the presented classification description, appropriate placement on the non-bargaining salary schedule at a grade 17 to ensure consistency, and line-item transfer to create the position. **The Board moved and seconded: to approve the Risk Management Coordinator classification description as presented; to approve the Risk Management Coordinator as a grade 17 on the Benton County Non-Bargaining salary schedule; and to approve the line-item transfer to create and fund the Risk Management Coordinator position. Motion carried.**

## Other Business

### *Construction Manager Contract – Lexi Wingfield, HR Manager*

The Board and County Administration have been in the process of hiring a Construction Manager, which will be an employee of the County through an employment contract with a four-year duration. Staff is still in negotiations with the candidate regarding the terms of the contract and recommends that the Board grant authority to County Administration to approve the finalized employment contract. **The Board moved and seconded to approve the resolution authorizing County Administration to hire a Construction Manager via employment contract. Motion carried.**

### *Counseling Services Contract – Lexi Wingfield, HR Manager*

In 2020, the Board approved Resolution 2020-603 to provide Sheriff's Office employees additional counseling services beyond those provided by the Employee Assistance Program (EAP). The agreement ended December 31, 2021, but there has recently been an increase in employees utilizing the services. Staff recommends an extension of the agreement for the remainder of 2022. **The Board moved and seconded to approve the resolution authorizing the County Administrator or Deputy County Administrator to sign the agreement to extend the contract between Amy Bloom and Benton County for counseling services for Sheriff's Office employees. Motion carried.**

### *Certificate of Good Practice: County Road Administration Board – Commissioner Small*

The County Engineer and Public Works Department received a Certificate of Good Practice by the County Road Administration Board, for standards of good practice and county roads are safe and efficient for the movement of people and goods. These standards apply to engineering, design procedures, maintenance, traffic control, safety, management practices, equipment policies, personnel policies, and effective use of information technology. This award allows the State Treasurer's Office to disburse gas tax revenues to individual counties. **No Board direction/vote.**

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