

APRIL SESSION
MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
APRIL 12, 2016

UNAPPROVED

Board called to order by Chairman Jim Geisler at 9:00 a.m.

ROLL CALL

MEMBERS PRESENT: KLOHA, BONE, LEIGEB, KEENAN, GEISLER, DORRIEN, NOESEN,
BRIDGETTE GRANSDEN, ADMINISTRATOR/CONTROLLER; L. WILLIAM
SMITH, CIVIL COUNSEL; NANCY KROUSE, ADMINISTRATIVE ASSISTANT;
ANN MANARY, COUNTY CLERK.

MEMBERS ABSENT: NONE.

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PRESENTATION - STEVE WIXSON - PUBLIC GUARDIAN

STEVE GARVE A PRESENTATION

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ADMINISTRATOR/CONTROLLER STAFF REPORT - BRIDGETTE GRANSDEN
BRIDGETTE GAVE HER REPORT.

Goals:

- 1) Maintain the County's financial stability
- 2) *Continue to improve internal and external communications*
- 3) Promote efficiency in the delivery of services
- 4) Effectively manages county projects

County Services Building- Kevin Beeson

- 1) Completed security installation for IT area. It's working as designed.
- 2) Winter shifted asphalt around most parking lot catch basins. We had one completely plugged, and we've scheduled repairs to all of them as soon as the weight restrictions come off (and it dries up a little).

Courthouse (4)- Kevin Beeson

- 1) Obtaining quotes for E-level roof. This small section is 20 years old and will be replaced soon.
- 2) Continue meetings with Archiverde and their engineers as design concepts are considered. They are working independently, but they still require our input and our background as to where things are, and why they're the way they are!

Jail Update (4)- Kevin Beeson

- 1) As of Monday, April 11th we are currently responsible for 210 inmates. Local Midland County inmate count is 114, while 79 are from the Federal Marshals and from 17 Genesee County.

Juvenile Care Center (4)- Kevin Beeson

- 1) Wind storm caused Consumers to drop one leg of 3-phase power. Our generator worked as it should and we kept the building up during the 4 hour power loss. Travis had to replace several fuses on HVAC equipment that failed. No damage otherwise.

Pinecrest Update (4)- Joe Blewett

- 1) As of Monday, April 11th the current census at Pinecrest is 55.
- 2) There have been 4 Medical leaves and recent turnover so we are managing census. No planned admits unless emergency placement needed.
- 3) Planning with the Strosacker Foundation for a grant in honor of Judge Morris.
- 4) Emergency planning procedure review with Jenifier Boyer, Emergency Mgt Coordinator.
- 5) Prepping for Day of Giving, Midland Daily News story 3/27/16.
- 6) Building volunteer base with local high schools and nursing students.
- 7) Maintenance- Regular repairs and moves.

Community Corrections- Marisa Boulton

- 1) Successfully submitted information into COMPAS case manager for Community Corrections programs including In-Jail Cognitive Groups, Education, Tri-Cap programs and Network Therapy. (1, 2, 3, 4)
- 2) Attended Drug Court meeting and courtroom sessions. There are currently 22 active participants with three referrals pending. (1, 2, 3, 4)
- 3) Coordinated in-patient substance abuse treatment for 44 individuals since October, 2015. There have been long wait lists for both men and women due to the increase in opioid addiction statewide. (1, 2, 3)
- 4) Community Service referrals have remained steady with new referrals being made weekly. (2, 3, 4)
- 5) Tri-Cap numbers have remained steady. Since October 2015, 20 participants have successfully completed the Tri-Cap program saving 2,129 jail bed days. (1, 2, 3, 4)
- 6) Attended the Tri-Cap Board retreat. Linsey LaMontagne, Manager from the Office of Community Corrections attended and presented to the Board. Areas of focus are prison commitment rate and straddle cell prison commitment rate. This fiscal year Midland County has a PCR currently at 13% and Straddle Cell PCR at 15.6%. Both are below the State average. Programs such as Tri-Cap, Drug Court and MiHOPE are helping keep these numbers low. (1, 2, 3, 4)
- 7) The MiHOPE program is up to 16 participants. Participants are attending groups and individual session at J&A Counseling while others with more severe mental health issues are attending CMH. Seven participants are attending in-patient treatment before they start group programming. Marisa continues to meet with Judge Carras and Probation Agent Mangapora to discuss ways to streamline the program and identify potential participants as soon as possible. (1, 2, 3, 4)
- 8) Attended the MATCP Conference (Michigan Association of treatment Court Professionals) with Judge Beale and Jalene Vickey. Went to very informative sessions on meditation and mindfulness techniques to treat trauma and addiction, and mindful yoga therapy for PTSD and other disorders. (1, 2, 3, 4)

- 9) This past month she has been working very closely with CMH, Veterans Outreach Coordinator, Carly Huffman and The Public Guardians Office to petition and coordinate services for an elderly man. It was awesome to coordinate and work together with all agencies as well as Circuit Court and the Prosecutors Office to get the man coordinated with services. (1, 2, 3, 4)
- 10) Had a well attended CCAB meeting. Gary Davis, Director at Tri-Cap attended the meeting and presented on the new programs and groups that are being at the facility since the addition such as; parenting classes, anger management, nutritional classes, AA, NA, cognitive thinking, religious meetings, etc. (1, 2, 3, 4)
- 11) Submitted the mid-year report to OCC. She is still awaiting approval or a revisions email. (1, 2, 3, 4)

Emergency Management- Jenifler Boyer

- 1) Met with Midland County Senior Services regarding emergency planning. (2, 3)
- 2) Attended Midland County Law Enforcement Professionals meeting. (2, 3, 4)
- 3) Hosted SKYWARN training for the community. (2, 3, 4)
- 4) Met with Chairman of LEPC. (2, 3, 4)
- 5) Attended Shelter House facilities committee meeting. (2, 3, 4)
- 6) Hosted Dow Chemical in the EOC and Alternate EOC. (1, 2, 3, 4)
- 7) Met with Boyce Hydro regarding emergency plans and dam operations. (1, 2, 3, 4)
- 8) Attended exercise planning meeting with hospital and City of Midland Police. (2, 3)
- 9) Participated in Watershed NOAA SEA Grant Project. (1, 2, 3, 4)
- 10) Attended LEPC meeting. (2, 3, 4)
- 11) Chaired District 3 Emergency Management Association Meeting. (2, 3, 4)
- 12) Conducted and interview with MC-TV for a Community Focus segment. (2,4)
- 13) Attended City/County combined Board meeting. (2, 3, 4)
- 14) Met with City of Midland PD regarding current projects. (2, 3, 4)
- 15) Attended FEMA training regarding Climate Resilience Mitigation Activities. (1,4)
- 16) Reviewing and updating of emergency procedures for LEC. (2, 3, 4)
- 17) Met with City of Midland Manager regarding Flood Awareness Project. (1, 2, 3, 4)
- 18) Participated in a State webinar regarding Public Safety Broadband. (2, 3, 4)

Equalization- Mary Cornell

- 1) March boards of review are now closed and the data forwarded to equalization for balancing with the locals. Review of all MBOR actions, valuation issues, updates to addresses and exemption status' to finalize assessment rolls for 2016. All equalization valuation reporting underway and will be completed first week of April. Taxable value reporting will follow shortly thereafter.
- 2) Staff prepping for upcoming field work. Sample selection for studies is underway.
- 3) Grant will be retiring at the end of April.

Finance/Budget/Administration Update- Tori Meyer

- 1) General Fund Expenditures for the month of February were \$1.2 million. General Fund Revenue was \$1.1 million. Year-to-Date, expenses were \$7.1 million and revenue was \$1.1 million. (1, 2)
- 2) The auditors began their fieldwork on Monday, April 11th. They will be on-site for at least 3 weeks. The Finance staff has worked hard and we hope that is demonstrated with a clean audit. (1)
- 3) Going into the audit the General Fund revenues exceeded expenditures by \$78K. Essentially, we broke even in 2015. (1, 2)

GIS- Chris Cantrell

- 1) The Env. Health/GIS app we have been reporting on is now in the hands of the EH staff. They are testing out the application. The plan is for them to work with the application for a few weeks and communicate any issues/concerns they find. After that, Amalgam will address those and then we should be ready to go live. (2, 3, 4)
- 2) The GIS Health Check Chris did with ESRI (GIS software vendor), went very well. It was an exercise to validate and identify any gaps in the existing software and database server configurations and provide recommendations to tune the system further in support of our business process workflows. The early results discovered several areas where we can improve efficiency, either at the server level and/or at the user level. We also spent time on future enhancement suggestions, the most outstanding is creating/utilizing the ArcGIS Online account. This environment allows publishers to create quick interactive web maps with our data and cloud data that can be easily integrated into our website. (4)
- 3) Continue working to support the migration of GIS out at the Road Commission. We have met with ESRI and Amalgam and we have developed the goals to get GIS going. The 3 key areas identified are implementing GIS to improve workflows, improve access to data and integrating with the County's existing GIS infrastructure. (2, 3)
- 4) The database replication issue with Central Dispatch has been resolved. (3)
- 5) We updated all the tax maps for Equalization and the townships. (2, 3, 4)
- 6) Presented at Bay College in Escanaba. Chris talked about the collaboration between four counties to develop and deploy the EH application. (2)

Health Department- Mike Krecek

- 1) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
 - The Zika virus is spreading rapidly in Central and South America. Pregnant women are at greatest risk as the virus can affect fetuses (learning disorders/microcephaly). Information continues to change. Mosquitoes are the primary vector in transmission but males can transmit the disease through sexual contact. (3)

- 2) **Administration/Finance –**
 - PH Preparedness funds are being cut 8.4% (about \$10,000 for Midland) by the Feds and being redirected toward Zika virus interventions, effective July 1st, 2016. Fortunately we had gotten a prior one-time increase for Ebola/Special Pathogens, so we are okay. Budget amendments and adjustments to deliverables are being worked on. (1)
 - Family planning is expected to receive about \$13,000 in additional funding with most going toward a condom distribution program. (1)
- 3) **Community Education/Involvement –**
 - The Local Emergency Preparedness Committee (LEPC) met on March 10th. (2)
 - Had a quarterly meeting with Michigan Department of Health and Human Services on March 11th in Lansing. Flint water was much of the discussion. (2)
 - Had quarterly meetings with MDEQ and MDARD on March 22nd. (2)
 - County Health Rankings results for 2016 were recently released and Midland County continues to improve. Of 83 counties, we are #8 for Health Outcomes (up from #10 in 2015) and # 6 for Health Factors (up from # 7 in 2015). A Midland Daily News (MDN) article is anticipated. (2, 3)
 - March 23rd was Public Health “Day at the Capitol” this year and was attended by the Medical Director and Health Director. (2)
 - Administrative and EH staff toured the City of Midland Water Plant on March 30th. Thanks to Noel Bush and Balram Joshi – Operations Supervisor. (2)
 - April 4th – 10th is Public Health Week and the Department has provided a display in the Atrium and had a piece in the MDN Editorial section. (2, 3)
 - Staff to attend a local conference on April 28th regarding contamination issues at Alma College related to Velsicol, PBB and environmental concerns in St. Louis. 2)
 - Staff is participating in the Midland County Community Health Improvement Plan (CHIP) priorities. Initial priorities are: Obesity, Senior Quality of Life Issues and Substance Use/Abuse. (2, 3)
 - Staff continues to work on a cross-jurisdictional sharing opportunity between the Bay, Saginaw, Mid-Michigan (Gratiot) and Midland County Health Departments.
We are using grant funds for a GIS project in Environmental Health (EH). (3, 4)
 - Others Include: Vulnerable Adult Network, the Midland Safe Communities accreditation project, the Midland County Exploring Our Future Strategic Plan/Community Success Panel, and a Methamphetamine Task Force. (2, 3, 4)
- 4) **Quality Improvement (QI) -** Staff continue working on quality improvement components, seeking to continually improve customer service. We are receiving some in-kind consulting services from the Michigan Public Health Institute (MPHI). Projects include: GIS opportunities, automating certain forms, improving vaccine rates for seniors and reducing vaccine waivers for children. (3, 4)

5) Environmental Health (EH) –

- Our Type II water supply program was evaluated by the Michigan Department of Environmental Quality (MDEQ) on March 8th with no deficiencies noted. (4)
- City of Flint water continues to be a major issue. The Governor, the Michigan Department of Environmental Quality, the Michigan Department of Health and Human Services and the Michigan Department of Agriculture and Rural Development are all involved. (2)
- Annual food licenses expire April 30th and new license applications were mailed out last week. (3, 4)
- Well and septic work is starting to “perk” up as we move into spring. (3, 4)

Human Resources- Suzanne Ault**1) Vacant positions include:**

- On-call Universal Workers at Pinecrest.
- Part-time Janitorial with Facilities.
- Seasonal hiring is finished for Mosquito Control and Parks and Recreation has a couple of open slots.
- Part-time Drug Court Case Manager.
- Full-time Deputy County Clerk-Vital Records in Clerk’s Office.
- Property Description Clerk with the Equalization Department.
- Part-time Correction Deputies with Sheriff’s Office.(3)

2) Five Collective Bargaining Agreements have been ratified: Command Officers, Patrol Deputies Association, 75th District Court Association(s), Teamsters and Probate Steelworkers. The Pinecrest Steelworkers contract has a Tentative Agreement and the remaining group with an open CBA is the Corrections Officers Association. (3)**3) The job study is underway and the turnout at the orientation sessions held by Mark Nottley was very good. The first deadline for employees is to turn in their Job Analysis Questionnaire to their supervisor/department head by Friday, April 15th. The next deadline is for department heads and supervisors to review job analysis questionnaires and return them to Suzanne no later than Monday, April 25th. After the questionnaires have been received the Job Analysis Questionnaires will be shipped to Mark Nottley for his review.****Information Technology- Brian Nichols**

- 1) Continued to implement to new Information Security Standards and Procedures including the new 2016 Information Security Training Video that all employees and elected officials must view and sign that they have. (1, 2, 3, 4).
- 2) Continued to work on the project of migrating Parks and Rec from wireless connection to fiber connection on MCoNet. (1, 2, 3, 4).
- 3) Continued to replace PCs in the normal cyclical rotation. Replaced all of the FOC implementation/replacement. (2, 3, 4).
- 4) Continued to work on HIPPA and CJIS compliance punch list items including the completion of the IDS implementation on 3/4/16 and upgrading the door locks and adding cameras for the IT department and server room thanks to Kevin Beeson. (2, 3, 4).

Mosquito Control- Carl Doud

- 1) MCMC seasonal staff returned on April 4th. All new technicians successfully passed the state pesticide applicator exam. (3)
- 2) Four from MCMC travelled to Nunica, MI on March 30th for spray characterization trials with the aerial contractor, Hatfield Spraying. (3, 4)
- 3) The estimated start date of the spring aerial larviciding program is Wednesday, April 13th. (3)

MSU Extension- Diane Smith**Health and Nutrition Programming:**

- 1) Cooking Matters Classes –March class was held at the Midland County ESA, Sanford Elem ECC, MSUE on Monday's and classes started on March 23rd at the Community Mental Health on Wednesdays 2-4. April classes are being held at Messiah Kid's Creek and North Midland Family Center.
- 2) ServSafe Class – An 8 Hour ServSafe class was held in Midland County to teach food safety for those volunteering or working to provide meals in a commercial setting or for groups.
- 3) Blanching and Freezing- summer class planned – Partnership with WIC staff to offer a Blanching and Freezing demo with each Project FRESH class potential with a potential to reach 250+ participants.

4-H Programming:

- 1) Tech Wizards: The program continues to meet weekly on Thursday afternoons at Handy Middle School to work on STEAM projects through a sustained mentor relationship. The program has also started to work on their community service project for Midland Recyclers.
- 2) Camp: Camp Kickoff was held March 12th at the Midland Center for the Arts. Camper applications are starting to come in for this summer's camp.
- 3) Exploration Days: Youth from Midland County are registering for Exploration Days held annually at MSU in June.
- 4) New Club: A new sewing club is developing with sewing materials being donated through Joanne Fabric's program called Kids in Need.

Greening Michigan Programming

- 1) Invasive Species in Our Waterways: A Phragmites Workshop was held in March in Midland to give practical information for landowners on how to treat Phragmites on their property as well as to provide information on current efforts to control Phragmites across Saginaw Bay. The workshops provide opportunities for the public to interact with a range of experts from several collaborating institutions including the Chippewa Nature Center.

Few invasive plant species have managed to change the Saginaw Bay shoreline as much as Phragmites. Phragmites is a tall grass that grows in wetlands, ditches, shorelines and roadsides. Once it moves into an area Phragmites displaces native plants and animals, damaging fisheries health, waterfowl abundance and wetland biodiversity. Phragmites can also reduce property values and interfere with recreational use by limiting water access.

Parks and Recreation- John Schmude

- 1) Senior Park Ranger Jeremy Spindler will be attending the Certified Playground Safety Institute Course and Exam on April 20th -22nd. (3, 4)
- 2) Park Ranger Martha Taylor is taking her Commercial Pesticide Applicators test on April 6th. (3, 4)
- 3) Sanford Whippy Dip will again be operating the Sanford Lake Park concession during summer 2016. (1, 3)
- 4) Midland County Parks is participating in the Day of Giving on May 3rd. (1)
- 5) An April 15th grant application is being submitted to the Midland Area Community Foundation for the solar system sculpture project parallel to the rail trail. (1, 4)
- 6) There were 53 participants in the March 26th Coleman Edition Race (5K, 10K, 1/2 marathon) on the rail trail. (3)
- 7) Aside from ongoing parks maintenance, parks staff has been concentrating on hiring and setting up training of seasonal staff, prepping equipment (including the asphalt sealer machine) for the coming season, the rail trail has been inspected and marked for repairs (infrared machine) which will be made as soon as weather permits, and the outer parks have been inspected for downed trees, etc. (1, 2, 3, 4)

Public Guardian Services- Steve Wixson

- 1) Made several 90 day client visits in and out of county. (1, 3, 4)
- 2) Filled out DHS annual redetermination paperwork (1, 3, 4)
- 3) Went over client budgets and adjusted county fees as necessary (1, 3)
- 4) Working on selling client properties with local realtor. Mike Furlo is helping Steve auction off items from a house and Warehouse later this month. (1, 3, 4)
- 5) Got clients job back at Meijer. Filed a grievance under the American's With Disability Act. Went to Union meeting in Lansing and gave presentation on client's behalf. It worked! (1, 3, 4).
- 6) Working with attorney to amend a trust. Court hearing later this month(1, 3, 4)
- 7) Working with attorney to establish trust for client (1, 3, 4)

Survey and Remonumentation

Nothing to Report

Veteran's Services- Ross Ahlich

- 1) Continue work on core services. (2, 3)
 - a. Visited the Coast Guard on the 23rd of March
 - b. Started transferring veteran's paper files to the vetraspec software.
- 2) Continue coordinating with the American Legion Post 165 on the Memorial Day Parade (2, 3)
- 3) Will attend Region 5 Joining Community Forces Meeting on the 13th of April, 2016. (2, 3)
- 4) Will attend the Michigan Association of County Veteran Counselors CEU's spring training conference the 26th through the 29th of April. (2, 3)
- 5) Website improvement continues-started deleting the old articles and continue adding new articles.

Information Only**Meetings Attended:****March 9th****March 10th****March 15th****March 21st-22nd****March 22nd****April 5th****Chamber State of the City Address****911 Board meeting****MACF grant committee****Job study orientation meetings****MACF Impact Investing committee****Meth Protocol Team mtg**

CIVIL COUNSEL REPORT - L. WILLIAM SMITH
 BILL GAVE HIS REPORT

BOARD OF COMMISSIONERS:

- Attend Meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Attend Special Executive Committee meeting (Humane Society)
- Cremation Service (Claim against Guardian)
- BUILDING AUTHORITY
 - Financial Advisory Services-2016 Building Authority Refunding Bonds Hutchinson, Shockey, Erley & Co. (HSE)

COUNTY CLERK:

- 9-1-1 Central Dispatch Millage - ballot language
- Mosquito Control Millage - ballot language

HEALTH DEPARTMENT:

- Harold Alexander Site Drinking water request (Agreement for Groundwater Restriction)
- AFAXYS Inc. Agreement

HUMAN SERVICES:

- MIDLAND COUNTY EMPLOYEE'S RETIREMENT SYSTEM
 - Nantucket Institutional Fund (Cayman), SPC
 - ICMA Retirement Corp. Government Money Purchase Plan & Trust
 - County general employees (#6298)
 - Sheriff employees (#6818)
 - Sheriff deputies (#6985)
- Eagle Claims Management Disability Program Service Agreement

JUVENILE CARE CENTER:

- First Amendment to JCC Educational Services Agreement

PARKS AND RECREATION:

- Edenville Park property encroachments - Verity Shores
- Even Application (Hold harmless waiver)
- D Street Music Foundation - Parkapalooza (Hold harmless waiver)
- SANFORD LAKE PARK
 - Waivers and insurance for tournaments and activities
- RAIL TRAIL
 - Pine Haven (Cross Country Ski waivers)

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- SUBPOENAS
 - Andrew Concannon (Brandon McMullen)
 - Arizona State Board of Nursing (Tabitha Pauwels)

- ANIMAL CONTROL
 - Humane Society shelter building
- JAIL FACILITY
 - Jail - MMRMA handling (US District Court Civil Action-Selley)

TREASURER:

- TIFF agreement (City of Midland for the Saginaw Road Improvement Corridor districts (SCI), and the two new Brownfield Districts, Stadium District or East End, and the Downtown Brownfield Distract)
 - FOIA request - Brad Austion (Unclaimed recoveries)

TRIAL COURT:

- Dean Smith, Debtor - Bankruptcy Matter Appellee (Future Court Dates)

COMMISSIONERS UPDATE ON BOARDS AND COMMISISONS
COMMISSIONER COMMENTS

DORRIEN - EXCUSED BEFORE COMMISSIONER COMMENTS.

NOESEN - EXCUSED BEFORE COMMISSIONER COMMENTS.

KLOHA - NOT PRESENT DURING COMMISSIONER COMMENTS.

BONE - NO COMMENT.

LEIGEB - NO COMMENT.

KEENAN - NO COMMENT.

GEISLER - NO COMMENT.

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MARCH SESSION 2016

Motion by Commissioner Bone to adjourn.
Motion carried.

MEETING IS ADJOURNED UNTIL TUESDAY, MARCH 15, 2016 AT 9:00 A.M., TO MEET IN A REGULAR SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME THEIR DUTIES.

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Mark C. Bone, Chairman, Midland County
Board of Commissioners

Ann Manary, Midland County Clerk and
Clerk of the Board of Commissioners

