

SEPTEMBER SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
SEPTEMBER 8, 2015

APPROVED

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

ROLL CALL

MEMBERS PRESENT: 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: KLOHA.

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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) Continued Treasurer's office layout modifications (3,4)
- 2) Met with Register of Deeds on storage issues (3,4)

4th Floor/Courthouse Remodel- Kevin Beeson

N/A

Courthouse (4)- Kevin Beeson

N/A

Jail Update (4)- Kevin Beeson

- 1) As of Monday, September 7th we are currently responsible for 252 inmates. Local Midland County inmate count is 142, while 64 are from the Federal Marshals, 32 from Genesee County, and 14 are from the Michigan Department of Corrections
- 2) Replaced a broken section of camera fiber (4)

Juvenile Care Center (4)- Kevin Beeson

- 1) Completed network wire pulls for camera project (4)
- 2) Worked with vendor to install 34 internet protocol (IP) cameras (3,4)

Pinecrest Update (4)- Joe Blewett

- 1) As of Monday, September 7th the current census at Pinecrest is 58.
 - ✓ 3 admits, 2 discharges in last 30 days.
 - ✓ 2 admits and 1 discharge planned in next 30 days
- 2) Received a grant award of \$18,200 from the Midland Area Community Foundation. Funds will be used to purchase exercise and physical therapy equipment to implement an exercise program.

- 3) Activities: Resident Appreciation Week September 28th – October 2nd: Live music each day, horse drawn carriage rides, snack parties, massages, pie-in-the face for Administrator and Business Manager. *All donor funds.*
- 4) Administrator and DON at MCAL conference in Detroit September 13th – 16th.
- 5) Union negotiations prep meeting with HR held.

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.
- 2) Attended Drug Court meeting and courtroom sessions. There are currently 21 participants and two referrals pending. Twenty graduates to date.
- 3) Coordinated in-patient substance abuse treatment for 4 males and 2 females.
- 4) Coordinated hospitalization for an inmate with the assistance and petition from CMH to the mental health ward for psychiatric stabilization.
- 5) Community Service remains busy. New referrals are made weekly.
- 6) Tri-Cap numbers for the year have increased. We have had 31 participants to date compared to last year at this time when we had 20.
- 7) Held a quarterly CCAB meeting. Discussion was heard on computerized GED testing, 2016 finances and other program updates.
- 8) Attended a monthly Tri-Cap breakfast meeting with other area managers and probation officers.
- 9) Attended the State CCAB meeting where an official motion was made approving our 2016 Community Corrections grant for 2015-2016 totaling \$138,262.00
- 10) Marisa was asked to co-chair the United Way fundraising drive.

Emergency Management- Roger Garner

- 1) Continued to assist Central Dispatch with the pick-up and distribution of radio equipment, including the change-over of radios in the command vehicle and special response unit. (2,3)
- 2) Met with management of the Shelterhouse Re-Sale Shop and provided advice on the revision of their emergency plan. (2,3)
- 3) Met with management of Medilodge (formerly Tendercare) of Midland to assist and advise them on the development of their emergency plan. (2,3)
- 4) Hosted the Region 3 Homeland Security Board Meeting. (1,2,3)
- 5) Hosted the Michigan State Police FY2016 Emergency Management Performance Grant rollout meeting. (1,2,3)
- 6) Participated in the Saginaw Watershed Extreme Storms Steering Committee meeting. (2,3)
- 7) Met with Tri-City area fire departments to discuss management and training issues related to the Regional Response Team. (2,3)
- 8) Completed a multi-year exercise and training plan required by the Michigan State Police. (3,4)
- 9) Began receiving, tracking, and filing school emergency drill reports for the 2015-2016 school year. (2,3)

Equalization- Mary Cornell

- 1) All appraisal and sales studies are ongoing. Staff is working toward completion of studies. (1)
- 2) Preparation for completion of the county's annual apportionment report for submission to the State is underway. Local units have been mailed partially completed Tax Rate Request forms and reminders of the September 30th statutory due date. A compilation of the tax rate requests from all taxing jurisdictions will be reviewed for accuracy and summarized in the apportionment report. The completed report will be brought to the BOC in October. (4)

Finance/Budget/Administration Update- Tori Meyer

- 1) 2016 Recommended Budget is due September 14th. Finance has been working on final stages. (1)
- 2) Finance staff working with Departments to clean up their Trust & Agency reconciliations, as this was an audit comment from 2013 & 2014 CAFRs. (1)
- 3) The Community Success Panel had an update regarding Midland Exploring Our Future in the MDN on Sunday, August 23rd. This article was written and submitted by Sharon Mortensen.
http://www.ourmidland.com/opinion/editorials/mortensen-exploring-our-future-works-to-build-an-exceptional-place/article_584fd2b3-6373-5898-8163-c12c5b1d6da1.html (2)
- 4) As you are aware, the Chamber and Midland Tomorrow have agreed to join together and are in the process of searching for a CEO to oversee both organizations. The next step is to determine the "governance and by laws" for the new entity....I was asked by the chairs of both boards—Jon Lynch and Steve LaLonde—to chair this governance committee and I accepted the role. (2, 3)
- 5) As the United Way of Midland County campaign will kick off on September 12th, the county employee campaign planning process has begun. We are taking a new approach this year and creating an internal committee as opposed to one person leading it. Marisa Boulton (community corrections) and Laurie Tarkowski (Finance) have agreed to co-chair the group. I am excited about the exciting new ways they will rally our employees around this campaign. (2)
- 6) Update on my position on the ICMA Strategic Planning Task Force: During our meeting in June the group began preliminary planning, organized into subcommittees and established timelines. I was assigned to the Opportunities/Threats Subcommittee. We will come together again as a group at the ICMA annual conference at the end of September. As a whole, the group is about midway through our environmental scanning phase. After September we will convene again face to face in December. (2,4)
- 7) The inaugural issue of the County's email newsletter is estimated to be out by mid September. I am excited about the opportunity to reach more community members with information about events and services provided by the County. (2)

GIS- Chris Cantrell

- 1) We have the final proposal from Amalgam for the Environmental Health/GIS field application and will be sending a letter to the Board this week. This project is collaboration with Bay, Saginaw and Central Michigan Health District. We also have some grant funding from the State (Mike Krecek can further explain). (3,4)
- 2) Lidar update: Doug Enos has been working with the Michigan Department of Agriculture and Rural Development to get a pre application into the United State Geological Survey for a grant to attain Lidar for Midland. As it stands, estimates for our cost share look to be around \$100/sq. mile. The State is optimistic that we will be successful in a cost sharing grant with the federal government. Final applications for the grant are due this fall. (1,4)

Health Department- Mike Krecek

- 1) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
 - Ebola remains a concern in West Africa. Individuals from the affected areas are being monitored for symptoms upon entry to the US. More than 300 have been monitored in Michigan thus far with zero cases of Ebola reported. Representatives from the Centers for Disease Control (CDC) and the Michigan Department of Health and Human Services (MDHHS) were at MidMichigan Health on August 14th for a full day Ebola hospital exercise. Our Health Department leadership also participated. (3)
 - Avian influenza for domestic birds remains a concern. Poultry exhibits have been excluded from county fairs in Michigan for 2015. There have only been a few cases in Michigan thus far but many more in Minnesota and Iowa. (3)
 - Several cases of plague have occurred in the US this year, although none in the Midwest. Plague is usually spread by contact with wild rodents and fleas. (3)
 - Several Legionnaires disease outbreaks have occurred this summer usually due to cooling towers or spas with stagnant or contaminated water or mist. Our Department has put out advisory information to local hotels and spas on proper practices to maintain safety for patrons. (2,3)
- 2) Vaccination Clinics
 - Northwood – Special clinic conducted on August 28th focusing on young adult vaccinations
 - Childhood vaccinations – We held a back-to-school/catch-up clinic at the Department on September 3rd.
 - Vaccine waivers are being processed as needed for children returning to school with more vaccines being administered this year.
 - Proper vaccination of foreign exchange students remains an issue and Midland County is leading the effort with the Michigan Department of Health and Human Services (MDHHS) to resolve certain issues. (3,4)
- 3) Community Education/Involvement –
 - There is an opportunity for funding with the Midland Area Community Foundation from the Michigan Health Endowment Fund (MHEF) for local health initiatives. The Health Officer is part of the planning group to help secure these funds. (2)

- Presently working with Prosecuting Attorney (PA) and the City to deal with methamphetamine and the impacts of this devastating drug to our community and develop plans of action/coordination. This group met initially on August 3rd with the PA taking the lead. (2,3)
 - The Department is participating in the Midland Safe Communities accreditation project. (2,3)
 - Considerable activity is presently occurring as a result of the Midland County Exploring Our Future Strategic Plan/Community Success Panel with intent to enhance and improve quality of life in Midland County. (4)
 - Continuing to work on a cross-jurisdictional sharing opportunity between the Bay, Saginaw, Mid-Michigan (Gratiot) and Midland County Health Departments. A small grant was provided to the Mid-Michigan District HD by the Michigan Department of Health and Human Services (MDHHS) for this purpose. A facilitator has been working with our Health Officer group and we intend to fund a GIS project for Environmental Health (EH). (3)
 - Health Officer is serving on the United Way Community Improvement Strategy Team at the request of Ann Fillmore. (2)
- 4) Quality Improvement (QI) - Staff continues 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: vehicle fleet usage, GIS opportunities, automating certain forms, improving vaccine rates for seniors and reducing vaccine waivers for children. (3,4)
- 5) Behavioral Risk Factor Survey (BRFS) – The behavioral risk factor survey for Midland County residents is completed with the final report being circulated. Considerable data was collected to help establish community priorities regarding health and social issues. Additional “drill down” of the data will continue. Saginaw Valley State University (SVSU) conducted the survey. (1,2,3)
- 6) Community Health Improvement Plan (CHIP) – Local agencies/partners are developing a Community Health Improvement Plan for Midland County based off the results from the BRFS (above) and other sources of data. Initial priorities are: Obesity, Senior Quality of Life Issues and Substance Use/Abuse. (2, 3)
- 7) Accreditation –
- The Health Department received notification of “Accreditation with Commendation” from the Michigan Accreditation Commission. This is the highest ranking bestowed to local health departments. (3,4)
 - Health Officer asked to serve on a special ad-hoc Accreditation Committee to discuss additional awards to locals. (4)
- 8) Environmental Health (EH) –
- Three of four household hazardous waste collections have now occurred, with good success. The final collection will occur on October 21st. Scheduling is now being done on-line with implementation of new software. Media have been notified of this new change in scheduling. (3,4)

- We are in the process of reviewing and updating the Environmental Health Code, last revised in 2008. The Department has been approached by MDEQ and a private entity regarding establishment of a ground water restriction area within the City of Midland. Counselor Smith has been engaged and this request is under consideration as an addition to the revised EH Code. Once the draft EH Code is completed it will be taken to the BOC for consideration. (2,4)
- Greg Price, Registered Sanitarian has been approved by the Michigan Department of Agriculture and Rural Development (MDARD) to continue to be a Certified Food Service Inspector for Midland County. (4)
Conference: Environmental Health Director's Conference – September 23rd -25th.

Human Resources- Suzanne Ault

- 1) Vacant positions include: On-call Universal Workers, On-Call Supervisor, Pinecrest, Sheriff's Department, Road Patrol Officer, full time, part-time Corrections Officer, Jail. (3)
- 2) The Human Resources Office is gearing up for labor negotiations. The first meetings will likely occur in late September or early October. (3)
- 3) Heather has returned from her leave but is working reduced hours for the next couple of weeks. In her absence, please send questions or requests to Suzanne's email or call her directly. (2)

Information Technology- Brian Nichols

- 1) Continue to work on the phone replacement project at the CSB (2,3,4).
- 2) Continue to work on the security door and video monitoring system PCs and their software for the JCC. (2,3,4).
- 3) Continue to work on HIPAA and CJIS compliance punch list items including firewall and IDS research and configuration. (2,3,4).

Mosquito Control- Carl Doud

- 1) Routine larvicide and adulticide treatments will continue until mid-September. Thereafter, we will continue surveillance and will treat only if/where disease activity is noted. (3)
- 2) MDNR will be submitting a derogation application to the Forest Stewardship Council on behalf of MCMC requesting that insecticides be used on state forest in 2016. This will include DNR paying the application fee. MCMC will provide information to assist with the derogation and is very grateful for the support from MDNR. (2, 3, 4)
- 3) A scrap tire collection is scheduled for Saturday, September 19th at the Midland Recyclers Center. (3)

MSU Extension- Deanna East

- 1) MSU Extension Issues Identification process: An Issues Identification process is part of a needs assessment that Extension System professionals use to identify priority program opportunities for Extension's future focus. Our goal is to better understand program needs and issues that are facing constituents and communities in order to focus our limited resources to better address needs, while staying true to our mission. The process in Michigan will cover the needs of both MSU Extension and AgBio Research Station.

- Two face-to-face sessions will occur in District 9. Saginaw, Bay and Midland Issues Identification process will take place on November 10th at Horizons Conference Center from 6:00—8:00 pm. Genesee and Shiawassee Issues Identification process will take place on November 17th from 6:00—8:00 pm at the Brick Street Grill.
 - The online survey, designed to collect input from Michigan residents ages 18 and over, will be available September 14th—November 14th.
 - All feedback from face-to-face sessions and online surveys will be aggregated and presented on March 30, 2016.
- 2) Eat Healthy, Be Active: Melissa Pavlik, Health and Nutrition Program Instructor will be doing an Eat Healthy, Be Active class at Creative 360—Artshop from Oct. 1st—Nov. 19th from 2:00—4:00 pm. Eat Healthy; Be Active is a nutrition program where participants learn the skills needed to make healthy eating and regular physical activity a part of their lifestyle. Eat Healthy, Be Active promotes healthy lifestyles and can help reduce the risk of obesity and chronic disease.
 - 3) Cooking Matters: Melissa is also doing a Cooking Matters class at Greater Midland Family Center from Oct. 1st—Nov. 19th. The program consists of six lessons, lasting approximately two hours each. With the help of an experienced chef and nutrition educator, participants will gain the skills and confidence to make healthy, wallet friendly meals for their family. Each week, participants will receive the free take home groceries, which they can use to practice a recipe they learned in class.
 - 4) Food Preservation: Lisa Treiber, Food Safety Educator, continues to do food preservation classes such as freezing, water bath canning, pressure canning and dehydrating at the throughout the Midland community this summer.
 - 5) 4-H New Enrollment Year: Dee Howe, 4-H Program Coordinator, has opened up the new 4-H enrollment year. She will be working to get youth re-enrolled, recruit new youth, recruit new volunteers, and completing the Leader updates this fall.

Parks and Recreation- John Schmude

- 1) Total revenue through the end of August at Sanford Lake Park is approximately \$46,000 more than 2014. (3)
- 2) Program Update:
 - On August 8th the Sanford and Sun Triathlon had approximately 365 athletes participating. (2,3)
 - On August 15th Whitey's Fishing Tournament had 12 boats participating. (2,3)
 - On August 29th--30th the Top Bass Tournament Trail had 45 boats participating (out of 50 invited to compete) and the Wounded Warriors benefit (BBQ) generated approximately \$3,100. (2,3)
 - Upcoming events include Parkapalooza on September 13th and the Mud Creek Crawl on September 20th. (2,3)
- 3) Sanford Lake Park patron surveys (asking the driver of each vehicle where in Midland County they are from or if an out county resident) began August 22nd and will conclude September 19th. This is something we will begin doing, in earnest, at the beginning of next season to better track patron usage. (3)

- 4) Aside from ongoing parks maintenance, the trail connecting North and South Vets was improved with a leveling course of stonecrete, the stairs at Laur Park were power sprayed, some seal coating was done at various spots at Sanford Lake Park, and all the punch list items for the rail trail improvements and trailhead project have been completed. (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) Completed annual accountings and reports of guardian for probate (1) (4)
- 5) Attended various doctor's appointments with a clients. (1) (2) (3) (4)

Survey and Remonumentation- Chris Cantrell

- 1) Continuously Operating Reference Station (CORS) temporary stations have been set up and running very well. The permanent equipment is on back order and should arrive later this month. Installation will then begin and then the two sites will have to be certified by the National Geodetic Survey. (3,4)
- 2) Lee Township update: review of the information continues, however, we feel that the corner has been placed in the correct spot. We are communicating with the State Remon office to find out if the surveyors can place a property controlling corner or if that is something that only a court of law can issue. (2)

Veteran's Services- Ross Ahlich

- 1) Continue work on core services. (1,2,3,4)
- 2) Preparing articles for the Midland County digital News Letter and continuing to update the Midland County Veterans website. (2,3)
- 3) Will attend training conference for Michigan Association of County Veteran Counselors. (2,3)
- 4) Started work on the upcoming Veterans Day Event. (2,3)
- 5) On a somber note and though it isn't designated as a public holiday, Gold Star Mother's Day is observed the last Sunday of September. The day is for reverence towards Gold Star Mothers and their families. (2,3)

Information Only

I will be out of the office September 25th—September 30th attending the ICMA annual conference. Tori will be leading the team in my absence.

Meetings Attended

August 12th

United Way Campaign Cabinet Training

August 18th
speaker

Chamber 3rd Quarter luncheon—John Moolenaar

August 26th

Chamber/Midland Tomorrow Governance committee

August 27th

Community Success Panel meeting

CIVIL COUNSEL REPORT - L. WILLIAM SMITH

BILL GAVE HIS REPORT

BOARD OF COMMISSIONERS:

- Attendance at meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- FOIA Policy Procedures - Booking photos
- Inherent Powers
- Safeguard Maintenance Agreement Renewal (JAVS)
- Juvenile Care Center
 - *Intracounty Equipment Lease for Polycom*
- MIWORKS!
 - Restatement of Interlocal Agreement - Region 5

COUNTY CLERK:

- Grand Jury Questions

DRAIN COMMISSION:

- *Beamish v Midland County Road Commission, et al.* (Resolution requirement question)

FINANCE DEPARTMENT:

- Equalization
 - *Tropical Ventures, Inc., et al v P&P Opportunities LLC, et al* (Subpoena)

HEALTH DEPARTMENT:

- Drinking water request (Sanitary Code Ordinance)

INFORMATION SYSTEMS/GIS:

- Computer Equipment and Access Lease (ETC)

PARKS AND RECREATION:

- Rail Trail
 - *Ronnie L. Harsh and Candice A. Harsh v Midland County - License Agreement* (attend pretrial)
 - *Arbury v MCRC, et al*: determination of a property line
- Sanford Lake
 - SLP Sale - Sanford Lake Dam bottom lands (IRS Tax)
 - Wounded Warriors Project Benefit (One time license)

PINECREST FARMS:

- Hospice Services Agreement

PROSECUTOR:

- Various FOI requests
- Hold Harmless Agreement (Dog-Crime victims interaction)

SHERIFF:

- Various FOI requests
- BCBSM - Administrative Services Agreement (Weekly Invoiced Program)
- Jail Facility
 - ETC Computer Equipment and Access Lease
 - Jail civil matter - research; Michigan Municipal Risk Management Authority notification (Blakes)
- Animal Control
 - Humane Society Sale Agreement
 - FOI request
- Community Corrections
 - CMHCM and J&A Counseling & Evaluations, Inc. for in-jail human services position
 - ETC Jail Inmate Adult Education
 - SMB Probation Center, Tri-County Community Adjudication Program

TREASURER:

• **BANKRUPTCY MATTERS -**

- Richard E. Betron, Jr., Debtor - Chapter 13 (attend hearing on motion)
- Edward Joseph Wallace, Debtor - Chapter 13 Bankruptcy (back taxes)

TRIAL COURT:

- Dean Smith, Debtor - Bankruptcy Matter (Attend hearing via telephone/Appeal filed)

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

KEENAN - NO COMMENT.

DORRIEN - NO COMMENT.

NOESEN - NO COMMENT.

KLOHA - EXCUSED.

BONE - SATURDAY IS THE KICKOFF FOR UNITED WAY AND CONGRATS TO SARA FROM HOPE.

LEIGEB - SPOKE REGARDING AN INDIVIDUAL WHO IS HAVING TROUBLE MAKING ENDS MEET.

GEISLER - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE: NONE.

Motion by Commissioner Dorrien to adjourn.

Motion carried.

MEETING IS ADJOURNED UNTIL TUESDAY, SEPTEMBER 15, 2015 AT 9:00 A.M., TO MEET IN A REGULAR SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME THEIR DUTIES.