

JUNE SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
JUNE 9, 2015

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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ADMINISTRATOR/CONTROLLER STAFF REPORT - BRIDGETTE GRANSDEN

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

Nothing to report

4th Floor/Courthouse Remodel- Kevin Beeson

Nothing to report

Courthouse (4)- Kevin Beeson

- 1) Downtown artwork was placed in out lawn area for summer (photo on last page)
- 2) Painted out main stair towers top to bottom
- 3) Replaced A/C compressor serving District Ct Probation

Jail Update (4)- Kevin Beeson

- 1) As of Monday June 8th we are currently responsible for 250 inmates. Local Midland County inmate count is 142, while 63 are from the Federal Marshals, 31 from Genesee County, and 14 are from the Michigan Department of Corrections.
- 2) Worked with Jail and IT to upgrade security PC's
- 3) Diagnosed and ordered 4 replacement IP cameras

Juvenile Care Center (4)- Kevin Beeson

- 1) Travis is going through the detention area cell by cell in anticipation of the annual inspection.

Pinecrest Update (4)- Joe Blewett

- 1) As of Monday, June 8th the current census at Pinecrest is 60.
 - 3 admits since May 7th
 - 1 resident discharged to Skilled Nursing: Cancer diagnosis
 - Wait list of 3
- 2) Activities: Farmer's Market outing, music, shopping, exercise, July Loons Game outing, Pig Roast.
- 3) Facilities: Door lock issues with one door, Kevin fixed and Veteran's Alarm completed project. Normal paint and cleanup of rooms as residents move in and out.
- 4) Exhibit photos for the sesquicentennial celebration completed and on display at Pinecrest.
- 5) Gave a financial update to the DHS Board at May meeting.
- 6) Budget turned in for 2016.

Community Corrections- Marisa Boulton

- 1) Inputted program information pertaining to; GED, Employability Skills, Tri-Cap, PA-511, Network Therapy, jail diversions, and prison diversions into the COMPASS program that reports directly to the State. (1, 2, 3, 4)
- 2) Attended Drug Court meetings and courtroom sessions in Judge Beale's courtroom. There are currently 19 active participants in Drug Court. Four referrals are pending. 18 participants have successfully completed Drug Court to date. (2, 3)
- 3) Successfully coordinated the placement of one female and one male inmate into residential placement for substance abuse. (1, 2)
- 4) Community Service:
 - 97 New referrals for the fiscal year.
 - 48 have successfully completed. (2, 3, 4)
- 5) A quarterly CCAB meeting was held May 20th. The 2016 grant was discussed along with updates on programs. (1, 2, 3, 4)
- 6) Met with John Searles regarding recommendation to the ESA Board for me to be appointed to the ACEA (Academic and Career Educational Academy) board. We had a great discussion and he stated he would give me a glowing recommendation. (2, 3, 4)
- 7) Carly Huffman, Veteran's Outreach Coordinator visited the jail for a discussion on approaching the Courts with a MEMO OF UNDERSTANDING when working with veterans in the legal system. The V.A. offers a variety of services that veterans have access to including residential substance abuse and PTSD therapy. To date our Courts have been very accommodating when a veteran is involved and looking at alternative sentencing that the V.A. provides. A discussion was also has with Lt. Derocher about possible PTSD training for staff in the jail. With an increase of inmates suffering from PTSD from housed in inmates this training could prove very useful for Correctional Staff. (1, 2, 3, 4)
- 8) Completed and submitted the 2016 Community Corrections Grant. (1, 2, 3, 4)

Emergency Management- Roger Garner

- 1) Continuing to assist Senior Services with information for completing an application for a hazard mitigation grant through the Michigan Department of State Police. (2,3)
- 2) Worked with several facilities to update hazardous material response plans. The plans will go to the Local Emergency Planning Committee for approval in June. (2,3)
- 3) Continuing to work with Shelterhouse on emergency procedures. (2,3)
- 4) Coordinating repairs to the EMnet satellite dish at the LEC. (3)
- 5) Participated in training on how to utilize the new 800 MHz radio system. (2,3)
- 6) Participated in the Public Health Exercise and Training Workshop for Region 3. (2,3)
- 7) Was interviewed by WNEM TV-5 concerning the local risk of flash flooding. (2)
- 8) Served as Lead Evaluator of the Saginaw County Emergency Operations Center during a Functional Exercise on May 20th and provided them with an evaluation report. (2)
- 9) Assisted the Region 3 Homeland Security Planning Board and Iosco County (fiduciary) with the development of an RFP for the Solution Area Planner position. The position was vacated in April by the incumbent due to health reasons. (1,2,3)
- 10) Working with MPD Lt. Berchert on the LEC emergency plan. (2,3)
- 11) Participated in the following meetings:
 - 3rd District Emergency Management
 - Midland County Fire Chief's Association
 - Region 3 Healthcare Coalition Advisory Committee
 - Region 3 Homeland Security Planning Board
 - Shelterhouse Facilities Committee

Equalization- Mary Cornell

- 1) The county tax rate request was submitted to the Board of Commissioners (1).
- 2) The agricultural and residential studies are underway.
- 3) Preparation to establish the 2015 tax base is underway and is scheduled to be completed by June 11th.
- 4) Personal Property Tax Exemption (PPTe) reporting used for determination of the personal property exemption loss has been forwarded to the State.

Finance/Budget/Administration Update- Tori Meyer

- 1) Still answering audit questions relative to the 2014 Annual Audit. We will receive a draft report before the financial report is final. Deadline for submission to State Treasury is June 30th. (1,2)
- 2) The Benefits Accountant (Craig Maxwell) attended training with respect to the new I.R.S. changes that require additional reporting by employers. He was very pleased with the information and we are fortunate to learn that our financial software company is developing the necessary software component that will allow us to develop the reports that will be needed. We will need to communicate these changes to our employees. Fortunately, we have time to develop communication strategies. (1,2,3)
- 3) Budget packets went out to Departments on June 1st. They are due back to the Finance Department on June 15th. (1,2)
- 4) Working with Bill Smith on developing a FOIA policy as the new statute goes into effect July 1st. (2,3)

GIS- Chris Cantrell

- 1) Environmental Health GIS mobile app. Staff met earlier this month and worked on processes, tools, and layers of data that will be needed in the application. Each of the EH folks and GIS folks are now working on data schema and finalizing lists. (3,4)
- 2) Hosted a Regional GIS Meeting, MiCAMP now sponsors regional meetings so it will be called MiCAMP Local – Central Michigan. We also had a representative from the GRACE team up to talk about the program and begin coordinating with local school districts to recruit teachers for the program. (4)
- 3) Chris spent about a week making corrections to the 911 data, all updates and corrections are completed now. (4)
- 4) We will be hosting the State GIS Meeting on August 6th. Ed Haycock has offered to waive the rental fee and allow us Whiting Forest for the location. (2)
- 5) Chris has attended a USGS 3D Elevation Program (3DEP). It's a program to attain high accuracy elevation data nationwide. There is a grant application process in which we can coordinate our needs with Federal matching funds and State assistance. The Drain Commissioner, Road Commission, Emergency Management, Mosquito Control and others could benefit from quality elevation data, not to mention aerial imagery and surveying projects. (1,3,4)

Health Department- Mike Krecek

- 1) Diseases – Staff continue to monitor statewide, national and international diseases of concern.
 - We investigated a suspected chickenpox case at a local school. Confirmatory testing was inconclusive for the initial student but eventually three students were reported with chickenpox from same school. We worked closely with school administration and issued a voluntary exclusion for unvaccinated students. There have been no additional cases reported since. Although not normally a serious disease for most, chickenpox is very contagious. (3)
 - A few cases of Shigella (a fecal oral disease) has been identified and possibly linked to an Isabella County outbreak. This investigation is ongoing. (3)

- 2) **Community Education/Involvement –**
 - An Elder Care/Special Needs Task Force has been established under the leadership of the Prosecuting Attorney and Senior Services to assist seniors with special needs. The Department along with other government entities and non-profits are also participating. (2,3)
 - Presently working with Prosecuting Attorney and the City to convene a methamphetamine group to discuss impacts of this devastating drug to our community and develop plans of action/coordination. (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)
 - Discussing possibility of a cross-jurisdictional sharing project 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. (3)
- 3) **Quality Improvement (QI) -** Staff continues working on quality improvement components, seeking to continually improve customer service. One of the current projects is comparing county fleet vehicle costs to travel reimbursement costs to seek the best mix of vehicle usage. We are also looking at potential GIS projects, automated certain forms and reducing vaccine waivers for children (3,4)
- 4) **Behavioral Risk Factor Survey (BRFS) –** The behavioral risk factor survey for Midland County residents is completed. The final report is available now and is being reviewed by the Director and other community leaders. Considerable data was collected and will help establish community priorities regarding health and social issues. Saginaw Valley State University (SVSU) conducted the survey. (1,2,3)
- 5) **Liability -** The Director met with Al Smollen from MMRNA to discuss Department policies/procedures with a focus on risk reduction. He seemed very pleased with our efforts but did make one noteworthy suggestion. (1,3,4)
- 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. Funding for this effort is being provided by the Midland Area Community Foundation, the United Way and some funding surplus from the BRFS project. (2,3)
- 7) **Accreditation -** A representative from the Michigan Department of Agriculture and Rural Development was on site May 27th-28th to follow up on the Corrective Plan of Action (CPA) for the food service program. We had missed 1 item of 24 during the review in June 2014. We were 100% on the follow up and will receive notice of accreditation once the State completes their “official” approval processes. (3,4)
- 8) **Environmental Health –**
 - The first of four household hazardous waste collections occurred on April 21st with good success. The next collection will occur on June 24th. Dow Chemical is funding our efforts this year at a reduced level with the Midland City Landfill covering the shortfall. E-waste can be taken to the Midland Recyclers on this date or most any date the Landfill is open. Some fees apply to e-waste. (3,4)
 - We are in the process of reviewing and updating the Environmental Health Code, last revised in 2008. Once completed it will be taken to the BOC for consideration. (2,4)

Human Resources- Suzanne Ault

- 1) **Vacant positions include: On-call Universal Workers, Pinecrest.** The Mosquito Control and Parks departments now have a full complement of staff members for the season. The Facilities department is working on filling a full time maintenance specialist. (3)

- 2) We welcome John Schmude to Midland County as our new Parks Director! John will begin working as our new Director June 8th. Kim Haller will orient John for a couple of weeks as he transitions into his new role. John has 25 years of experience as the Parks Director, Saginaw County. (2) (3)
- 3) The bid process to hire a consultant to revise our job classification and compensation system (formerly known as the Rye System) is closed. There was only one company that chose to bid and so we will be moving forward to obtain a contract with that vendor.
The survey will include non-union jobs and include a review of current job descriptions and a comparison of Midland County job pay scales with jobs similar in skill sets, qualifications, and responsibilities with comparable government entities and employers. If the contract is approved by the BOC, then the job review and survey process is slated to begin January of 2016. (3) (4)
- 4) The Human Resource and Finance Department's are sponsoring an informational session by Kimberly Martin of the Hantz Group on personal investment and financial strategy. The session is June 17th at Noon, 3rd floor conference room, CSB. Refreshments will be provided. Please call Jon Scott at ext. 6783 to reserve a spot as space is limited. (2)
- 5) Heather Lynch and Suzanne Ault will be attending a seminar June 10th -11th on managing workers compensation claims sponsored by the Michigan Self-Insured Association of Michigan. (2) (3)

Information Technology- Brian Nichols

- 1) Continue the workstation replacements of aged PCs throughout the County. (3)
- 2) Continued the migration of systems from soon to be end of life Windows Server 2003 (3,4)
- 3) Brian worked with Cathy Lunsford and Tori Meyer on the PCI compliance issues.(2,3,4)
- 4) Began work on refreshing the security door PCs and their software at the jail. (2,3,4)

Mosquito Control- Carl Doud

- 1) Treatment of flooded woodlots and fields is ongoing to control larval mosquitoes. MCMC has received several trouble calls reporting an abundance of adult mosquitoes, particularly among rural wooded areas. (3)
- 2) Nighttime treatment of adult mosquitoes is ongoing and focus is on coverage of wooded areas. (3)
- 3) Over 1,200 tires were collected from county residents on May 16th as part of the MCMC spring tire drive. A letter was sent to the Mayor of Coleman thanking him and Public Works for the use of the PW facility for the event. (2, 3)
- 4) MCMC staff is anticipating a visit by the County Commissioners on June 9th. (2)

MSU Extension- Deanna East

- 1) Due to the potential for highly pathogenic avian influenza, 2015 poultry exhibitions are canceled throughout the state. After much deliberation and consideration with the Michigan Association for Fairs and Exhibitions (MAFE), Michigan 4-H Leadership and the Michigan Allied Poultry Industry, the Michigan Department of Agriculture and Rural Development's State Veterinarian Dr. James Averill made the difficult decision to cancel all 2015 poultry and waterfowl exhibitions in Michigan to prevent the comingling of birds from different locations. This includes, but is not limited to shows, exhibitions, swap meets, petting zoos at fairs, game bird and waterfowl fair displays, and Miracle of Life exhibits.

MSU Extension has issued several informational items available at www.msue.anr.msu.edu/program/avian_influenza/poultry shows. This site provides a Poultry Show FAQs and Alternative Activities to Live Bird Shows at 4-H Youth Events information as well as other valuable information. Katie Ockert, 4-H Animal Science Educator is prepared to answer any questions as well as the local county 4-H Program Coordinator.

- 2) Melissa Coosard and Sam Habowski, Health and Nutrition Program Instructors will be providing the nutrition education requirement for Double-Up Food Bucks participants at the Midland Area Farmers' Market every other Saturday beginning June 13th. They both are gearing up for Project Fresh and Senior Project Fresh.

They will also be providing F.U.N. Nights (Families Understanding Nutrition)

Date: June 29, 2015 - August 3, 2015

Time: 6-7:30 p.m.

Location: West Midland Family Center

Together as a family unit, parents and kids will make recipes and talk about the importance of good nutrition. Breakout sessions will be available for both parents and kids. Family attendance counts towards the West Midland Family Center's summer scholarship program.

- 3) Lisa Treiber will be providing a Food Preservation series at the Dow Children's Garden beginning June 24th. She is also providing an 8-hour Serv Safe training on June 22nd.
- 4) Dee is getting ready for 4-H Camp and Exploration Days, both taking place at the end of June.

Parks and Recreation- Kim Haller

- 1) The continued cool and wet weather stretched well into May limiting attendance at Sanford Lake Park. Although the weather slowed our attendance revenue is above last season to date by nearly \$7,600. The Sheriff Deputies are being utilized as they have been in past years on selective weekends and Holidays to assist Park Rangers. (3)
- 2) Annual surface repair work begins this month on the Pere Marquette Rail-Trail. Temporary trail detours and closures will continue through August in order to address asphalt sealing and crack repair. This work is necessary to prolong the life of the trail surface. (1,4)
- 3) The capital improvement projects on the Pere Marquette have been completed. The Averill Trail Head opened to the public on June 2nd and the trail surfacing improvements at North Bradley completed June 4th. Both improvements came in under budgeted funds. (1,3,4)
- 4) Stormy weather on May 30th didn't discourage 85 youngsters from participating in a free learn to fish program at Sanford Lake Park sponsored by local business, fishing clubs and the Rock Youth Center. (2,3)
- 5) On May 16th Sanford Lake Park hosted the Annual Northern Pike Open Tournament. This year's tournament registered 94 teams participating. (2,3)

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)
- 4) Have a purchase agreement in on a house on Sanford Lake. This will generate revenue for the office and help fund client care (1), (4)
- 5) Have attended several client medical appointments this month with clients (3,4).
- 6) Steve will be holding an auction at the Sanford property he is selling. The house is full of items to be sold along with a couple of vehicles. (1,3)

Survey and Remonumentation—Chris Cantrell

- 1) **CORS Project:**
 - a. Reviewing the agreement the State has sent and will be taking it to committee later this month.
 - b. They did a site evaluation at both the Coleman and here and both are good.
 - c. The State will be here next week to install testing equipment to ensure we receive strong GPS signals.
 - d. The plan is to install 2 stations, one on the roof of the CSB to service the east side of the county and one in Coleman to service the west side. This project is a collaborate effort between, County, City, Dow Chemical, Dow Corning and MDOT. When operational, access to the CORS will be open to the public, so there are no restrictions on who can use them. (2,3)

Veteran’s Services- Ross Ahlich

- 1) Continue work on core services. (3)
- 2) Feedback from Midland Memorial Day parade was positive. The After Action Report/Review went quite well. There were some corrected criticisms that will be incorporated into next year's planning. Ross sincerely would like to say “Thank You” to all the County and City Departments/Employees who were involved in the parade. Their hard work behind the scenes and during the parade helped and ensured the Midland Memorial Day Parade was safe and successful. (2)
- 3) Received 2016 budget guidance and format. Started preparing Veterans Affairs 2016 budget for approval.

Information Only

Summer Sculpture series.....



Meetings attended:

- | | |
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| May 13 th | Community Success Panel Social Services team |
| May 14 th | 911 Board meeting |
| May 20 th -22 nd | Michigan Association of County Administrative Officers Annual Conference |
| May 28 th | Community Success Panel meeting |
| May 30 th -June 3 rd | Government Finance Officers Association conference |

CIVIL COUNSEL REPORT
BOARD OF COMMISSIONERS:

- Attendance at meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Attend Conference re: FOIA
- Nativity Scene
- FOIA Policy Procedures
- County Connection
 - Revise Midland Are Transportation Study (MATS)-Sub-Lease Agreement (2015/2016)
 - MDOT agreed for 2 Cors Stations for GPS tracking
- Fair Board
 - Midland County Agricultural & Horticultural Society (openness of corporation continuation)

DRAIN COMMISSION:

- File Witness and Exhibit List re: Beamish v Midland County Road Commission, et. al.

HUMAN SERVICES:

- Job performance study
- Consulting Agreement between Midland County and Municipal consulting Services, LLC
- Workers' Compensation question

PARKS AND RECREATION:

- Rail Trail
 - Ronnie L. Harsh and Candice A. Harsh v Midland County (License Agreement)
- Sanford Lake
 - Draft Sale Agreement - Sanford Lake Park Dam bottom lands

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- Order to Seize Property and Indemnity Bond questions
- Secondary Road Patrol and Traffic Accident Prevention program 2015/2016
- Animal Control
 - Prepare Humane Society Lease Agreement
- JAIL -
 - Jail incident -review video and redactions

TREASURER:

- Petition for Foreclosure

TRIAL COURT:

- Dean Smith, Debtor - Bankruptcy Matter-Adversary Proceedings - attend Motion for Summary Judgment (MSD taken under advisement)

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS
COMMISSIONER COMMENTS

KLOHA - NO COMMENT.

BONE - THANKED COMMISSIONERS FOR THE CARDS FOR HIS MOTHER.

LEIGEB - NO COMMENT.

KEENAN - NO COMMENT.

DORRIEN - NO COMMENT.

NOESEN - NO COMMENT.

GEISLER - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE: NONE.

Motion by Commissioner Bone supported by Commissioner Dorrien to adjourn.
Motion carried.

MEETING IS ADJOURNED UNTIL TUESDAY, JUNE 16, 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.