

MAY SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
May 13, 2014

APPROVED

Board called to order by Chairman Nicolas Finley at 9:00 a.m.

ROLL CALL

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

MEMBERS ABSENT: NONE.

- - - - -

ADMINISTRATOR/CONTROLLER STAFF REPORT

BRIDGETTE ALSO GAVE A PRESENTATION ON ICMA AND GAVE AN UPDATE ON THE COUNTY WEBSITE.

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

- 1) Facilities went through the cooling tower and the chiller to get ready for the cooling season and all is running as it should.
- 2) Kevin will be participating in "Midland-Exploring Our Future" on May 29-30. (2,3)

4TH FLOOR/COURTHOUSE REMODEL

- 1) Extreme winter conditions kept frost laws on until May 5th. Black dirt began delivery on May 6th. They are hopeful to get all the base-line site work wrapped up and hydro seeding in place before May 26th Memorial Day.

COURTHOUSE (4)

- 1) Tis the season - fired up the air conditioner and it is working well.
- 2) Prepared for flood event and monitored the situation closely with Roger Garner. No action was needed as the crest was below our action point.

JAIL UPDATE (4)

- 1) As of Tuesday, May 13th, we are currently responsible for 250 inmates. Local Midland County inmate count is 95, while 74 are from the Federal Marshals, 53 from Genesee County, and 28 are from the Michigan Department of Corrections.
- 2) Facilities staff performed many routine repairs: Locksets, plumbing, and lighting. Nothing was outsourced.
- 3) The grounds were prepped for spring and all snow equipment was stored away for the season.

JUVENILE CARE CENTER (4)

- 1) There have been a few video security concerns. Kevin is working with JCC staff, vendors, Brian Nichols and the rest of IT staff on a more permanent solution.

PINECREST UPDATE (4)

- 1) Census: 49, 3 new admits since 4/11 and 1 discharge.
- 2) Joe presented an update to the Board of Commissioners May 6, 2014.
- 3) Ronda Cunningham has accepted the Director of Nursing position and will start May 27, 2014.
- 4) Marketing/Networking: Joe has met with discharge planners at Mid Michigan, Hospice organizations, gave tours to Midland Community Center and Senior Services, attended networking events such as Chamber events, and had booth at Senior Expo April 30th.

Cont.

- 5) Joe has been able to confirm a July 21st Loons outing for the residents. Through the generous donation of Pinecrest DHS board member, Yvonne Fisher, Pinecrest residents and staff can use her company's suite. The donor fund will supply food, beverages and transportation.
- 6) An all staff meeting was held on April 16th. All but one part-time employee and two call-in employees attended
- 7) Kevin Beeson and Facilities staff painted some resident rooms as residents moved out and new residents moved in.

COMMUNITY CORRECTIONS

- 1) Marisa attended drug court meetings and courtroom sessions in Judge Beale's courtroom. Another successful graduate completed on May 1st. There are currently 16 participants in Drug Court, with one referral pending. She has recently referred two other inmates for the program via their attorney. (2,3)
- 2) Community Service:
 - ✓ Interviewed and placed (21) ten people for community service this month.
 - ✓ Since October 1, 2013 there have been 108 referrals to community service.
 Placement was coordinated at the Humane Society, Recycling center, Midland Reformed Church, Shelterhouse Re-Sale Shop, Lee Township Dump, Coleman VFW and Pinecrest.
- 3) Marisa continues to communicate with District and Circuit Courts probation officers, coordinated NMSAS and in-patient substance abuse placement, met with numerous inmates, assessed inmates who were at risk of suicide and assisted in several decisions with jail staff regarding inmate's placement while incarcerated. (2,3)
- 4) Rickkey Mitchell, CMU intern completed her 300 hours. (1,2,3,4)
- 5) Completed the mid-year report for the OCC and started working on the 2015 grant renewal. (1,2,3,4)
- 6) Attended Laugh for a Change, at Bullock Creek Auditorium with the Drug Court team and participants. All funds raised went to support 1016 Recovery. (2,3)

EMERGENCY MANAGEMENT

- 1) Roger hosted the National Weather Service Skywarn Spotter's Training. Forty-two people from Midland County attended. (2,3)
- 2) Provided annual storm safety training for Mosquito Control seasonal employees. (3)
- 3) Provided flood safety training for Midland County Council on Aging staff members at the main office. Also conducted a tornado shelter survey at the Seasons Adult Day Services facility on Dublin Avenue. (2)
- 4) Roger conducted a tornado shelter survey of Pinecrest with Joe Blewett and recommended plan revisions, which have been adopted. Also provided a new weather radio for the nurse's station. A weather safety presentation is scheduled for Pinecrest staff on June 17th. (2,3)
- 5) He presented information on being a public service volunteer to students in the Midland High School Amateur Radio Club. (2,3)
- 6) Conducted a meeting of the exercise design team to begin development of an emergency exercise to take place later this year. (2,3)
- 7) Hosted an Incident Command System (ICS) 300 class at the Midland Law Enforcement Center for twenty-two members of local government and volunteer agencies. (2,3)
- 8) Roger hosted the Region 3 Homeland Security Planning Board meeting and continued to work on FY2011 & 2012 grant projects, which must be completed by May 31st. (1,4)
- 9) Continued participation on Region 3 Healthcare Coalition exercise work group. (2,3)
- 10) Continued planning for Emergency Operations Center renovations. (4)
- 11) Continued posting information as appropriate on Facebook. Page now has over 1,770 likes. (2,3)
- 12) A total of 13 local jurisdictions in Midland County have now adopted the local hazard mitigation plan. (2,3,4)

EQUALIZATION

- 1) Mary Cornell has reported that the equalization reporting is complete. It is now time to start the annual process again. She and staff have been selecting the sample appraisal properties to be inspected for use in the agricultural, commercial and industrial studies for 2015. They are currently gathering the data for the appraisal records that can be completed "in-house" and will start field work by mid-May.
- 2) Also part of the annual cycle, the 2014 tax base is created in anticipation of the summer tax billing. Taxable values and millage rate data will be updated and data necessary for property billing will be input, verified and balanced prior to statement printing in mid-June.
- 3) Taxable value has been reported in a "for your information package" close to the time the Tax Commission sometime between mid-May and mid-June per instruction of the STC. The values as summarized in the package can be considered final once State Equalization is completed May 27. I would expect no changes to the information previously provided.
- 4) Mary has prepared and posted on the equalization website the report summarizing the millage reduction fractions (also known as "rollback" calculations) for the taxing jurisdictions in Midland County. The State report summarizing the calculations is due to the State Tax Commission by June 22.
- 5) She has also been working with GIS on an address compare between the equalization department's BS&A software and the addresses provided by 911. They are attempting to create a data set of best available information, including all zip code address data. It has been typical that addressing information related to exempt properties was not maintained at the level that the taxable parcel data has been. She is now attempting to fill in gaps in data as time permits.

FINANCE/BUDGET/ADMINISTRATION UPDATE

- 1) Audit fieldwork is complete. Currently compiling statistical data to report in Comprehensive Annual Financial Report. (CAFR). (1)
- 2) For the third consecutive year, the County has been awarded the Company that Cares dedication to the campaign through financial commitment, community advocacy and volunteerism. This award was presented at the Spirit of the Community Celebration on April 17, 2014. (2)

GIS

- 1) Website update: (2,3,4)
 - ✓ The website is in final development. Artemis has an active site where we have been able to log in and see the functionality of the site and how things are organized on the pages.
 - ✓ Currently they are continuing to build out landing pages, department pages and subpages. We are also starting to test usability for areas such as the foreclosed parcels sale on the Treasurer's site and the Alerts portion of the homepage to make sure they are working as we would expect.
 - ✓ Imagery is a large part of the website so we are working on getting appropriate images selected that can be used in different areas. Examples are different seasonal pictures for the homepage, also, site specific images for the departments.
 - ✓ The last effort will be coordinating training forth the Administrators and Editors from each department.
- 2) Chris is coordinating a multi county aerial imagery project for the spring of 2015. They schedule this every 5 years to update imagery so that they can update other GIS layers with the changes that have occurred since the last flight. The County's that are involved include Saginaw, Bay, Isabella, Gratiot and Gladwin. (2,3,4)
- 3) He met with Jerry Taylor, MPS IT (Midland Public Schools) to discuss data management between the schools, City and County. They rely on the address and road layers we maintain to develop student population areas for enrollment verification purposes and bus routing. The City and County GIS coordinators think that they can utilize the same cloud technology we are looking at for emergency services support to also support other government organizations. We will be working towards this solution over the next few months. (2,3,4)

GIS Cont.

- 4) Lee Township, one of the partnering townships, will be working on their master plan; thus we will be providing GIS support in the way of data development of Land Use, Future Land Use, Zoning and other layers plus map development over the summer. (2,3)
- 5) Parks is in full swing, and the Pavilion reservation module is up and working. There have been minor tweaks to the email notification process. (2,3)

HEALTH DEPARTMENT

- 1) Mike Krecek participated on a marijuana panel discussion at Delta College on April 8th to present the health effects argument. Very lively discussion. (2)
- 2) Mike participated in a County Health Rankings meeting and Day at the Capitol activities involving legislators, both occurring on April 30th. Senator Moolenaar was awarded the "Friend of Public Health" designation. (2)
- 3) Mike will be participating in "Midland - Exploring Our Future" on May 29 - 30. (2,3)
- 4) Community - Senior Vaccination Clinic for those 50 and over will occur the afternoon of May 14th in the Commissioner Auditorium. Staff participated in the Coleman Community Fair on May 3rd. Health Director attended the United Way "Spirit of the Community" on April 17th. (2,3)
- 5) Quality Improvement (QI) - Staff is working on quality improvement components, seeking to continually improve customer service. A committee with broad representation has been established and is guiding staff on QI projects. (3,4)
- 6) Accreditation - State agencies will be on-site during the week of June 16th, 2014 to conduct accreditation site visits for many of our funded programs. (3,4)
- 7) Electronic Health Record - The Department continues to work on meaningful use criteria and is in Year 2. We are making provisions to be eligible for the next reimbursement of \$8,500, based on completion of additional requirements. (1,3)
- 8) Diseases - Staff continue to monitor statewide, national and international diseases of concern. Noroviruses disease remains prevalent and we've had several locally suspected outbreaks. We continue to work on an active TB case that moved to Chicago in January but may have infected at least two others while in Midland. On May 17th, several members of the Department will be presenting at the State Communicable Disease Conference in Bay City on a measles outbreak. (2,3)
- 9) Dental - Mike and his team continue to work with community leaders to develop expansion of dental services for low income adults in Midland County. Healthy Michigan (Medicaid Expansion) is providing a dental benefit for low income adults which should open increased access. More to follow. (3)
- 10) Behavioral Risk Factor Survey - Continuing work with community leaders to conduct a new behavioral risk factor survey of Midland County residents during the later part of 2014. This study is funded by several entities and has been conducted every four years since 1998. We collect considerable data that helps establish community priorities regarding health and social issues. (1,2,3)
- 11) Environmental Health - Dow Chemical has funded our Household Hazardous Waste Collection Program for 2014 at \$15,000. Our first collection occurred on April 22nd and the Midland Daily News provided an article. This is a partnership between Midland County, the City of Midland and Dow Chemical. (1,3,4)

Health Dept. Cont.

12) Community Presence/Meetings -

- SVSU Masters in Leadership Advisory Board - Apr 4th
- Dow Human Subjects Review Board CC & Meeting - Apr 7th & 21st
- SVSU EM Advisory Board - Apr 9th
- Quality Improvement Workgroup - Apr 9th & Apr 23rd
- Helping Hands Dental Clinic Board - Apr 10th
- Health and Human Services Council (HHSC) Executive Committee - Apr 11th
- Michigan Assoc. for Local Public Health Board Meeting - Apr 14th
- University of Michigan - School of Public Health - Apr 14th Services
- Midland Health Plan Board - Apr 17th
- MiHIA ED Visit - Apr 22nd
- Midland County Health and Human Services Council - Apr 23rd
- State/Local Preparedness Meeting/Budget Preparation - Apr 28th
- Senior Services Asset Development Committee - May 7th

Upcoming:

- HHSC Executive Committee - May 9th
- Michigan Assoc. for Local Public Health Board - May 12th
- Quality Improvement Workgroup - May 14th & May 28th
- MiHIA Population Health Workgroup Strategic Planning - May 16th
- Dow Human Subjects Review Board Meeting - May 19th
- Midland County Health and Human Services Council - May 28th

HUMAN RESOURCES

- 1) We will be offering an enrollment opportunity to all full-time and part-time employees to sign up for supplementary benefits through the "Benefits for Life" program. The enrollment period is slated for June 18th through June 27th. This program is strictly voluntary. More information will be distributed to employees in the next couple of weeks via email. (1)
- 2) Vacant positions include: part-time corrections officer, seasonal workers Mosquito Control and Parks and Recreation, part-time youth development worker and Director of Mosquito Control (3)

INFORMATION TECHNOLOGY

- 1) Online RMS went live on April 1st with success. The City, County, PAO (Prosecutor) and 911 are working through some post install issues. (1,2,3,4)
- 2) The JBA (Joint Bldg Authority) wiring project at the LEC was completed on 4/24. (2,3,4)
- 3) Removed the remaining Windows XP PCs for the network before the April deadline of Microsoft ending support on Windows XP (1,2,3,4)
- 4) On Thursday April 24th, the core switch that runs the County's network infrastructure was replaced. This was done due to age and the new hardware will give us higher availability and reliability. (1,2,3,4)
- 5) Implemented a central management server to help administer and streamline the wireless in the County buildings. (1,2,3,4)

MOSQUITO CONTROL

- 1) There is one part-time technician position to be filled. All other employees have passed MDA exams and are working in the field. (3)
- 2) Aerial treatment of woodland pools has been completed. (3)
 - ✓ Field technicians continue treatments of pools in smaller woodlands throughout the County.
- 3) Larvicide treatments will transition this month to summer habitat/mosquito species. (3)
- 4) Night-time fogging will commence in mid-May. (3)
- 5) A press release announcing the start of nighttime adulticiding operations will be sent out next week. (2)
 - ✓ Letters are set to public sites such as campgrounds and golf courses.
- 6) Summer treatment schedules will be available on our website (updated weekly) and the telephone hotline (updated daily). (2)
- 7) A scrap tire collection is set for Saturday, May 17th at the Greendale Township Municipal Building. (3)
 - ✓ An ad publicizing this collection was published in the MDN. (2)

Mosquito Control Cont.

- 8) Tom and staff have had some encouraging discussion with an MDNR regional supervisor regarding their request for permission to control summertime mosquitoes on State land. They will continue to push for the ability to protect the health and welfare of our residents. (2,3)

MSU EXTENSION

- 1) Julia Terhune has reached her programmatic goal for SNAP-Ed requirements for adult series (100%) and she is over 300% of her goal for youth series. She is currently seeking grant funding for Cooking Matters Adults/Teens through the Midland Community Foundation. Julia continues to write a monthly column for the Midland Daily News and has worked with Delta College making a Food Pantry Cookbook for Midland residents.
- 2) Julia has created a relationship with the Central Michigan University Dietetics Program and currently has 5 active volunteers which she has oversight of doing nutrition education in Midland County. The previous 8 CMU dietetic student volunteers will be graduation in May.
- 3) Paul Gross, Field Crops Educator conducted a Soil Health and Cover Crop Workshop held April 12th in Pinconning and included participants from Midland County. The workshop was sponsored by the Bay County Soil Conservation District and provided information about methods of establishing cover in standing crops. There was also a focus on aerial applications and how this method might be the best way to establish covers in cover in standing crops. There was also a focus on aerial applications and how this method might be the best way to establish covers in corn and soybean rotations. This continues to be a challenge to getting additional acres of cover crops established.
- 4) On May 12th, there is a Smart Choice for Health Care Insurance webinar being offered. This comprehensive, research-based, unbiased online educational workshop equips consumers with the tools they need to make the best possible decision when navigating issues involving the Affordable Care Act, the health insurance marketplace and how to choose a health insurance plan that makes sense for themselves and their families.

With the help of Smart Choice for Health Insurance curriculum consumers will find tools they can use, such as:

- Definitions you will need to understand health insurance
- Sample insurance plans to show how insurance plan information will look
- Case studies to help illustrate how individuals in certain situation assess their health insurance needs
- Worksheets to help you make your own Smart Choice insurance purchasing decision. Worksheets include My Health Insurance Needs; My Health Insurance Plan Comparison; My Monthly Spending Plan

PARKS AND RECREATION

- 1) Seasonal hiring of the Park Staff is nearly complete and park properties all but Manitou are opened for summer operations. The long and severe winter has delayed some preparation and created additional repairs. Park entrance fees are now being collected for admission into Sanford Lake Park. Attendance to date at Sanford Lake Park has been light due to the cool and wet weather conditions. (3)
- 2) The 2nd Annual Howard's Friend Bike Ride to support the Pere Marquette Rail Trail endowment was held on April 26th and recorded 194 riders surpassing last year's ride by 20. Ride proceeds of \$2,000 from the ride will be placed into trail maintenance fund. (2,3)
- 3) The Annual Northern Pike Open Fishing Tournament will kick off this season's competition on May 17th at Sanford Lake Park. Historically this tournament attracts upwards of a hundred teams and is one of the largest conducted at Sanford Park. Several other tournaments i.e. Team Bass, Top Bass Series and Bass Federation utilize Sanford Lake Park as tournament headquarters throughout the summer months. (1,3)

- 4) The land exchange agreement with the State of Michigan for the swap of the Lincoln Township property for Edenville Township Property will be returned to County this month to finalize the trade. (1,4)

Page 7

MAY SESSION 2014

Parks and Recreation Cont.

- 5) The Parks Forestry Stewardship Program for Manitou Park on Chippewa River Road was suspended because of road restrictions and the park remains closed until final clean-up activities can take place once road weight restrictions are removed. The contractor will return to the site within this month when the property dries so that rutting is minimized. (1)
- 6) A DEQ permit has been submitted for repairs caused by the 2013 flooding that occurred in Veterans Memorial Park. The permit is to perform bank stabilization on the Teed Drain adjacent to the Pedestrian Bridge. This project is supported by FEMA reimbursement. (1,4)
- 7) Park Staff are assisting the Facilities Department with grounds work on the Courthouse site. (1)(2)
- 8) The State of Michigan Natural Resources Trust Fund Agreement for the improvements to the Pere Marquette has arrived and will be presented to the Board of Commissioners this month. The award from the trust fund is \$300,000 with local match of \$215,800. Local match is from the Midland Area Community Foundation (\$161,661), Friends of the Pere Marquette (\$5,000) and Parks Capital Fund (\$49,139). (1,4)

PUBLIC GUARDIAN

- 1) Steve 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) Steve is assisting moving a client back into the community after being in placement for 13 years. The client is also a Mental Health consumer and they agree she is ready. (1)
- 5) Steve was appointed Guardian of one more client. This client's assets will require many hours of reconciling time.

SURVEY AND REMONUMENTATION

- 1) No updates.

VETERAN'S SERVICES

- 1) Continues to work on core services. (3)
- 2) Continues coordinating with the Midland American Legion on the memorial Parade Ceremony for the 26th of May 2014. (2)
- 3) Ross presented a Certificate from the VA to West Midland Family Center for their help in the VA Health Initiative. (2,3)
- 4) Ross has been invited to participate in the Midland Senior Assets for Optimal Living Focus Group. (2,3)
- 5) He will be attending the Great Lakes Bay Veterans and Joining Community Forces meeting to be held in Saginaw-quarterly meetings. (2,3)
- 6) Sending a representative for the Blue Star Memorial Marker Ceremony that will be held at the Dow Diamond at 12:00/noon on the 9th of June. (2,3)
- 7) Attending Training Conference from the 8th of June through the 13th of June in Grand Rapids. (3)
- 8) Coleman Memorial WWI statue is done and will be place Wednesday May 14th at 6:30 p.m. (2)

INFORMATION ONLY

Reminder: Register for the MAC Summit on June 10th from 11:00 to 3:00 at the LEC.

I will be out of the office May 21st through May 23rd at the County Administrators' Conference.

Meetings attended:

April 9 th	MidMichigan Health Fund Development Committee
April 16 th	Chamber of Commerce "Reality Store" participant
April 17 th	Midland Health Plan Board Meeting
	United Way Spirit of the Community celebration
April 22 nd	Chamber of Commerce Board Meeting
April 29 th	Community Success Panel
May 2 nd	Law Day
May 7 th	Chamber 2 nd Qtr Business Education Forum - Meridian High

Page 8

MAY SESSION 2014

CIVIL COUNSEL REPORT

BOARD OF COMMISSIONERS:

- Attendance at meetings
- Prepare Executive Committee Activity Summary
- Maxor National Pharmacy Services - Amendment No 1 (renewal)
- Attend Building Authority Meeting
- Stanley Convergent Security Solution - cancellation
- ReNovo - cancellation
- FOI Request (Appeal) - Equalization Dept. re: Mr. Kotwicki

BUILDING AUTHORITY:

- Attend Building Authority meeting
- Prepare draft Building Authority Minutes

COUNTY CLERK:

- Millage language - EMS & Services to Older Citizens
- Various e-mails and telephone calls re: Election Commission
- Review Election Commission Clarity Hearing materials re: Ms. Methner
- Attend Clarity Hearing re: Ms. Methner

EMPLOYEE RETIREMENT SYSTEM:

- Lyondell/Weisfelner - LB Creditor Trust v MC (Bankruptcy matter) telephone conference

FINANCE DEPARTMENT:

- Retiree Health Care Fund
- Audit letter from Rehmann Robson

HEALTH DEPARTMENT:

- Medical Examiner Agreement

HOUSING COMMISSION:

- Place-Based Targeting Strategy Proposal - MSHDA Grant Agreement

PARKS AND RECREATION:

- Spicer proposed Agreement - Averill Rollway Rail Trail Improvements and Trailhead
- MDNR Grant proposal - Pere Marquette Rail Trail Improvements and Trailhead
- Sanford Lake -
 - Prepare and attend meeting re: Boyce Hydro license (draft license)

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- Concierge Corrections Agreement
- Intergovernmental Agreement *IGA) - US Department of Justice - US Marshals Service (Prisoner Operations Division)
- Jail Nursing Services Agreement
- Jail Physician Services Agreement

TREASURER:

- Foreclosure matters -
 - Riley Eviction - foreclosed properties
- 1616 Airfield Lane, Midland Michigan Forfeiture (Title Search/Exam completed)
- Bankruptcy matters-Dufresne-Attorney's application for compensation (review)

TRIAL COURT:

- Duane Wayer - Freedom of Information request (other documents)
- JCC - Purchase of Service Contract - Physician Provider

Page 9

MAY SESSION 2014

COMMISSIONERS UPDATE ON BOARDS AND COMMISISONS

COMMISSIONER COMMENTS

MCGILLIVRAY - NO COMMENT.

GEISLER - NO COMMENT.

BONE - NO COMMENT.

LEIGEB - NO COMMENT.

KEENAN - SPOKE REGARDING WORKING WITH LOCAL SCHOOL CHILDREN, A LOT OF OPPORTUNITIES TO VOLUNTEER.

DORRIEN - NO COMMENT.

FINLEY - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

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

MEETING IS ADJOURNED UNTIL TUESDAY, MAY 20, 2014 AT 9:00 A.M., TO MEET IN A REGULAR SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME THEIR DUTIES.