

FEBRUARY SESSION
MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
FEBRUARY 9, 2016

APPROVED

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
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) In final stage of preparing bid documents for Treasurers Office reconfiguration.
- 2) Modified Public Guardian space to accommodate new printer/scanner.

Courthouse (4) - Kevin Beeson

- 1) Working with Archiverde & Judiciary on pre-contract issues. Establishing scope, insurances, and vendors working under Archiverde on the conceptual design.

Jail Update (4) - Kevin Beeson

- 1) As of Monday, February 8th we are currently responsible for 204 inmates. Local Midland County inmate count is 93, while 94 are from the Federal Marshals and 17 from Genesee County.
- 2) Rebuilt snow blower.
- 3) Laundry/Dryer modifications... reduced maximum heat level.
- 4) Installed new kitchen vision glass.
- 5) Replaced failed gas regulator. This one impacted everything except heating boilers.

Juvenile Care Center (4) - Kevin Beeson

- 1) Carpet project is wrapped up. Ryan, Travis, & Ernie installed over 780 square yards of carpet in this most recent phase.

Pinecrest Update (4) - Joe Blewett

- 1) As of Monday, February 8th the current census at Pinecrest is 57.
- 2) License renewal conducted by a three person DHHS team on 1/13/16. Zero violations, license renewed. Very positive report.
- 3) Activities: Live music, planning for spring events.
- 4) Facilities:
 - State fire inspection on 1/22/16.
 - More resident room repairs... drywall and paint.
 - Plow, shovel, snow blow, & salted numerous times.
- 5) Working with Procurement and Maintenance on selecting physical therapy equipment.

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 24 active participants with two referrals pending. Drug Court experienced a loss with an active participant passing away of a drug overdose on January 9th. His family, especially his father, remains supportive of the DC program and has continued attending DC. It was a somber reminder to the DC team and participants that the program is important and substance abuse in our community remains steady. (1, 2, 3, 4)
- 3) Coordinated in-patient substance abuse treatment for 27 individuals since October, 2015. Ten were placed in January. (1, 2, 3)
- 4) Community Service referrals have remained steady. (2, 3, 4)
- 5) Tri-Cap numbers have remained steady. Since October 2015, 11 participants have successfully completed the Tri-Cap program saving 1097 jail bed days. (1, 2, 3, 4)
- 6) The HOPE program started with five participants. Group meetings are being held twice weekly at J&A Counseling along with individual counseling every other week. Two more participants were added but are attending in-patient treatment before starting the program. (1, 2, 3, 4)
- 7) Completed the quarterly report to the Office of Community Corrections. We are on track with all of our programs and expenses except Network Therapy. We are at 85% of the allotted budget for that program. New participants will have to self-pay. J&A Counseling are willing to waive some fees to participants.

Emergency Management- Jenifler Boyer

- 1) Chaired the Region 3 Homeland Security Planning Board Meeting. (1, 2, 3)
- 2) Chaired the 3rd District Emergency Management Association's Meeting. (2, 3)
- 3) Met with Saginaw and Bay County Emergency Management to discuss Tri-County initiatives and response relationships. (2, 3)
- 4) Attended the Midland County Criminal Justice Professionals Meeting. (2, 3)
- 5) Attended the Midland County Fire Chief's Association Meeting. (2)
- 6) Reviewed the Midland County Emergency Operation Procedures. (3, 4)
- 7) Worked with local law enforcement agencies on updating the law enforcement annex of the Midland County Emergency Operation Procedures. (2, 3, 4)
- 8) Met with the State Police Tri-City Post Commander. (2, 3)
- 9) Met with Michigan DNR and discussed the Wildfire EOP. (2, 3, 4)
- 10) Worked on County Siren Program budget for 2016. (1, 2)
- 11) Met with Anderson Radio and discussed preventative maintenance of the sirens for 2016. (1, 2, 3, 4)
- 12) Met with Midland County 911 and discussed Communication and Warning capabilities and procedures as well as addressed questions regarding new radio system. (2, 3)

Equalization- Mary Cornell

- 1) All staff members are working on clearing up any outstanding issues related to the 2016 assessment roll prior to preparation of Assessment Change Notices. To ensure the new assessments are correct, the staff will receive backup databases from the local units which are then reviewed for corrections/updates to the current assessment rolls, including proper handling of transfers of ownership, updates to principle residence exemption and qualified agricultural exemptions, review of Vets and poverty exemptions, verifying that new construction and demos have been considered, completion of splits and combinations, owner updates, address updates and other misc. items that may arise in the data comparisons. The review assists the assessor by ensuring that the rolls are properly prepared and that market adjustment brings the assessment rolls to the required 49-50% of value. It also helps to ensure that the notices received by the property owners have the most current, correct data available which in turn helps to avoid incorrect data or assessments that would result in board of review actions or other errors in the roll.
- 2) The State Department of Treasury has provided education and on-line material to assist assessors and personal property holders (and whoever else may be interested) in understanding the exemptions offered for personal property, and what a property owner must do to qualify. The exemptions are not "automatic" and cannot be applied unless properly exempted by the submission of a "small taxpayer exemption affidavit" or by submission of the "eligible manufacturing exemption affidavit" to the local assessor by a specific date. It will not be known until the close of the March board of review what the value of the exemptions will be.

Finance/Budget/Administration Update- Tori Meyer

- 1) Staff has been working a lot of overtime. Finalizing payroll, benefits, accounts payable, purchase orders, and journal entries for 2015 as well as setting up 2016. Many tax documents to prepare and issue for year end.
(1)

GIS- Chris Cantrell

- 1) Chris has started working with the Road Commission to get their GIS installed and up and running. They currently do not have GIS but see the benefits of managing their spatial data with GIS. They have had a few meetings, a preliminary meeting to flush out what data and projects they want to do. ESRI came in for a day and discussed their products and asked questions in order to create a road map to full GIS integration. They have an estimated 10 years worth of projects already defined. (2, 3, 4)
- 2) While the ESRI reps were here we had them also visit Mosquito Control. They gave an overview of some of their major GIS projects. The ESRI folks are going to review some of what was presented and provide feedback on a better way of managing these projects. (3, 4)
- 3) We potentially have a solution for the database versioning issue with Central Dispatch. As reported earlier, we were having replication issues between our systems; Carl will be testing our solution this week. (3)
- 4) We are still working on developing the Parcel Fabric integration with our land information. This is a long process to clean up the data in preparation to migrate to the parcel fabric. The end product will create a more efficient means of maintaining all the layers involved in land information. (4)

Health Department- Mike Krecek

- 1) Administration – Health leadership is discussing priorities and goals for 2016 and beyond. Initial priorities include: 1) Completion of a childhood obesity study; 2) Revision of our Health Department Service Brochure; 3) Review of departmental policies; 4) Review of HIPAA policies; 5) Developing a social media presence and 6) Enhancing customer satisfaction. (1-4)
- 2) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
 - Confirmed cases of influenza and Norovirus remain low thus far. (3)
 - The Zika virus is spreading rapidly in Central and South America. Pregnant women are at greatest risk as the virus can affect fetuses (smaller deformed heads/affects to brain function). Mosquitoes are the vector in transmission. (3)
- 3) Vaccinations -
 - Our waiver education program for unvaccinated students is showing a 52% reduction in waivers during a one year period (according to State Immunization results). (3, 4)
 - Flu vaccine is still available by appointment. (3, 4)
- 4) Community Education/Involvement –
 - Department staff participated in Kid's Day at the Mall on January 23rd. (2, 3)
 - The Director and one staff attended a two day seminar on water quality on January 25th-26th. Sampling and monitoring changes are being required for Type II supplies, effective April 1st. Flint water was also discussed. (3, 4)
 - The Midland County Community Health Improvement Plan (CHIP) was kicked off on January 27th with good media coverage. The event went well and was attended by Chairman Bone and Commissioner Noesen. Initial priorities are: Obesity, Senior Quality of Life Issues and Substance Use/Abuse. (2, 3)
 - Department leadership met with the Midland County school's superintendents on February 1st. We discussed various communicable disease issues and safe drinking water in schools. (2, 3)
 - The Director will be presenting to the noon Rotary on February 4th a basic overview of the Health Department's programs and services. (2)
 - The Department is participating in the Vulnerable Adult Network, a multi-agency group focusing on seniors and special needs individuals. The group is being led by the Prosecuting Attorney. (2)
 - The Department is participating in the Midland Safe Communities accreditation project. (2, 3)
 - Activity continues to support the Midland County Exploring Our Future Strategic Plan/Community Success Panel with intent to enhance and improve quality of life in Midland County. The Health Officer serves on two of the committees. (4)
 - We continue 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) that was approved by the Board. (3, 4)

- The Health Officer is serving on a Curriculum Advisory Board at Saginaw Valley State University (SVSU) for a Masters of Public Health. He also serves in a similar capacity for the Masters of Science and Leadership at SVSU. (2)
- 5) 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: Vehicle fleet usage, GIS opportunities, automating certain forms, improving vaccine rates for seniors and reducing vaccine waivers for children. (3, 4)
- 6) Environmental Health (EH) –
- Our neighbor to the south, Genesee County (City of Flint) is experiencing some major issues regarding quality of their municipal water supply. 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. This situation just gets worse and has become a political issue with State, local, and consulting agencies needing to work more effectively together. (2)
 - We are in the process of reviewing and updating the Environmental Health Code, last revised in 2008. Once the draft EH Code is completed it will be taken to the BOC for consideration. (2, 4)
 - January was Radon Awareness month. Radon is a cancer causing gas naturally occurring in some soil. Free testing kits with instructions are still available at the Department. (2, 4)

Human Resources- Suzanne Ault

- 1) Vacant positions include:
 - On-call Universal Workers at Pinecrest
 - Part-time Janitorial Worker with Facilities (3)
- 2) Administration met with Mark Nottley of Municipal Consulting Services to lay the ground work for the wage and job study and established some early goals and deadlines for completion of the project.
- 3) On-going labor negotiations with six open CBA's (collective bargaining agreements).

Information Technology- Brian Nichols

- 1) Continued to implement to new Information Security Standards and Procedures including the new email disclaimer. (1, 2, 3, 4).
- 2) Continued to work on the project of migrating Parks and Recreation from wireless connection to fiber connection on MCoNet. (1, 2, 3, 4).
- 3) Continued to replace PCs in the normal cyclical rotation including the prep work for the FOC and Jail. (2, 3, 4).
- 4) Continued to work on HIPPA and CJIS compliance punch list items including firewall and IDS research and configuration. (2, 3, 4).

Mosquito Control- Carl Doud

- 1) MCMC is preparing the 2016 community outreach plan and preparing for the Technical Advisory Committee meeting on March 2nd. (2, 3, 4)
- 2) Insecticide purchase recommendations were submitted to the A&O committee and will be considered by the BOC on February 2nd. (2)
- 3) MCMC staff is attending/supporting the Michigan Mosquito Control Association annual conference in Ann Arbor, MI, February 3rd-4th. (2, 3)

MSU Extension- Diane Smith

- 1) Eat Healthy Be Active – Being Held at Grace A Dow Memorial library.
- 2) Cooking Matters Classes – A six (6) lesson series for parents in partnership with the Midland County ESA. First class at the Greater Midland Community Center where twenty (20) parents are enrolled. Three (3) more class locations are scheduled for the spring and summer.
- 3) NAP Sacc – A program with Kinder Kare that is ongoing. The program works with the staff to conduct self-assessments to compare their nutrition and physical activity practices to best practice standards.
- 4) Show Me Nutrition Classes – Holding at:
 - Messiah Lutheran Church starting on Wednesday's for youth as an after school program
 - Sanford Elementary for three 3 Pre-K classes involving about 50 kids
 - Greater Midland Coleman family Center during February
- 5) 8 Hour ServSafe Class - March 16th at Midland MSU Extension. Michigan State University Extension offers ServSafe, a national certification program for those working in food service.

4-H

- 1) Junior Master Gardeners - A series of three classes will be held in February with 20 youth participants.
- 2) Book Distribution - Distributed over 2000 books from the Molina Foundation partnership in January at recruitment events and area schools.

Agriculture and Agribusiness

- 1) Beginning Farmer Webinar - This webinar series will prepare farmers to build a new agricultural business or add an enterprise supported by the latest research-based information from MSU experts.
http://msue.anr.msu.edu/events/beginning_farmer_webinar_series_2016
[4](#)

Parks and Recreation- John Schmude

- 1) The bid opening for the boiler replacement at the Sanford Lake shop/office has been rescheduled for February 17th. (4)
- 2) Specifics regarding the solar system sculpture project (ten sculptures to be installed along the Pere Marquette Rail Trail) are currently being worked out and the plan is to submit an April 15th development grant request to the Midland Area Community Foundation. (1, 4)
- 3) Aside from ongoing parks maintenance, additional work included: Plowing snow, salting icy areas, compacting the ski trails at Pine Haven, working on equipment, developing an Operation Manual, updating various seasonal forms, updating seasonal hiring and training practices, and organizing computer and paper files. (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) Steve was appointed guardian and conservator for an individual whose guardian passed away. He was also appointed temporary guardian for two individuals in need of our services. The hearing for permanent guardianship is in a couple of weeks, and anticipates that he will be appointed as permanent guardian. (2, 3, 4)
- 5) Completed annual accountings and reports of guardian for probate (1, 4)
- 6) Attended various doctor's appointments with a clients. (1, 2, 3, 4)

Survey and Remonumentation

- 1) CORS project is complete. Both stations are now operating and all documentation is signed. (4)
- 2) 2016 grant is signed and returned. (4)

Veteran's Services- Ross Ahlich

- 1) Continue work on core services. (2, 3)
 - ✓ Very busy with burial benefits, pension claims and coordinating with other agencies to provide service and benefits to veterans or dependents.
 - ✓ Camp Lejeune-VA approves presumptive for compensation for water contamination
- 2) Attended MACVC preconference training meeting for CEU accreditation (2, 3)
- 3) Continue good progress on updating the Veterans Website. (2, 4)
- 4) Started preparation for the Memorial Day Parade. (2, 3)
- 5) Working on an article for the monthly Midland County Chronicle. (2, 3)

Information Only*Meetings attended:**January 20th:**Leadership Midland Alumni Annual Meeting**January 26th:**Chamber Board meeting**MidMichigan Medical Center Fund Development committee**January 28th:**Community Success Panel meeting**Midland Exploring Our Future Social Services team meeting**February 3rd-4th:**Michigan Local Government Managers Winter Session**(Note: The summer session will be held in Midland at the H and Tori and I are assisting City Manager and his team on the planning team. This is a great opportunity to showcase the Midland Community to other local government managers).***CIVIL COUNSEL REPORT - L. WILLIAM SMITH****BILL GAVE HIS REPORT****BOARD OF COMMISSIONERS:**

- Labor Issues
- Attend Meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Courthouse and Archiverde LLC-AIA Contract
- COUNTY CONNECTION
 - FY 2016/2017 Transportation Agreement

DRAIN COMMISSION:

- *Beamish v Midland County Road Commission, et al. (Resolution for new Plat of Buttonville & Judgment filed)*

HEALTH DEPARTMENT:

- *Harold Alexander Site Drinking water request (Sanitary Code Ordinance) proposed*
- *HIPPA Business Associate Agreement (Current)*
- *MidMichigan Community Action Agency, Inc. (MOU)*

HUMAN SERVICES:

- UnitedHealthCare Community Plan, Inc. Agreement (Care Coordination Agreement for Maternal Infant Health Program Provider)
- Diaper Alliance (Midland Community Diaper Bank) Supply Agreement
- UnitedHealthCare Community Plan, Inc. Agreement (Care Coordination Agreement for Children's Special Healthcare Services)

INFORMATION SYSTEMS/GIS:

- CherryLan LLC - license

PARKS AND RECREATION:

- Edenville Park property encroachments - Verity Shores
- RAIL TRAIL
 - Arbury v MCRC, et al; (Resolution of MCRC to abandon Pioneer Trail & Consent Judgment)

PINECREST:

- Region VII Area Agency on Aging Agreement

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- Edward Byrne Assistanct Grant (BAYANET)
- Subpoena (Zachary Savage)
- SHERIFF'S SALE
 - 1260 E. Miller Road, Midland
- JAIL FACILITY
 - Jail - MMRMA (additional pleadings regarding US District Court Civil Action-Selley)
 - Jail Staffing Analysis Study
 - Jail incident (FOI requests)
 - Jack Marden, dec'd (lawsuit)

TREASURER:

- FORECLOSURES
 - Affidavits of Publication and Proof of Service of Petition

TRIAL COURT:

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

PRESENTATION BY MAC - TIM MCGUIRE - EXECUTIVE DIRECTOR

COMMISSIONERS UPDATE ON BOARDS AND COMMISIONS

COMMISSIONER COMMENTS

KEENAN - HOPE WE FIND A LEVEL PLAYING GROUND WITH THE SHERIFF.

DORRIEN - NO COMMENT.

NOESEN - NO COMMENT.

KLOHA - THANKED THE COMMISSIONERS AND STAFF FOR THEIR SUPPORT WITH HIS HEALTH ISSUES.

BONE - NO COMMENT.

LEIGEB - NO COMMENT.

GEISLER - NO COMMENT.

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

MEETING IS ADJOURNED UNTIL TUESDAY, FEBRUARY 16, 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