

OCTOBER SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
October 14, 2014

APPROVED

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

ROLL CALL

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

MEMBERS ABSENT: BONE, GEISLER, DORRIEN.

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COMMISSIONERS Bone, Geisler and Dorrien arrived at the meeting between 9:05 and 9:10 a.m.

ADMINISTRATOR/CONTROLLER STAFF 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

- 1) J&D has been working on boiler package.
- 2) Lack of heat has had minimal impact... worst times have been in the early morning.
- 3) MMRMA confirmed they will reimburse us for repair cost estimate even though we are replacing the complete unit. (\$13k bonus).

4th Floor/Courthouse Remodel

N/A

Courthouse (4)

- 1) Working in stairwells to update appearance. Removing loose wall coverings, prepping walls, priming, & painting in progress now.
- 2) Provided space tour to Commissioners.
- 3) Painted, carpeted, and relocated a few offices for Circuit Court staffers.

Jail Update (4)

- 1) As of Tuesday, October 14th we are currently responsible for 252 inmates. Local Midland County inmate count is 109, while 45 are from the Federal Marshals, 70 from Genesee County, and 28 are from the Michigan Department of Corrections.
- 2) Repaired and/or replaced garbage disposal, combi-steamer oven, and large mixer this month.
- 3) Passed annual fire inspection.
- 4) Generator test/preventive maintenance passed.

Juvenile Care Center (4)

- 1) Included camera and access controls in A/C budget request for 2015.
- 2) Began upgrade to exterior LED lighting.

Pinecrest Update (4)

- 1) As of Tuesday, October 14th the current census at Pinecrest is: 56: 5 new admits and 1 discharge since September 4th.
- 2) 78% residents are total private pay. 35% receive Medicaid Supplement. 28% of residents receive some type of CMH service.
- 3) Since January our monthly revenue for Board and Care has increased from \$50K a month to \$61K a month (invoiced total, over 90% collection rate).
- 4) New pharmacy transition to Hometown Pharmacy is going well and started October 8th.
- 5) Midland Daily News ran a positive article for being named Reader's Choice Award for Best Assisted Living September 21st.
- 6) Pinecrest employee Laurel was awarded the County's Outstanding Employee Award.
- 7) Administrator will be unavailable October 16th-18th for Leadership Midland, Director of Nursing Ronda Cunningham will be in charge and Business Manager Rob can assist as Administrator will be unreachable except for emergencies.
- 8) Kevin worked with IT to modify wifi for future medication based software.
- 9) Replaced dishwasher (frequent costly repairs) with a GFS provided solution.
- 10) Maintenance staff began winter pruning of hardy plants.

Community Corrections

- 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) Marisa attended Drug Court meetings and courtroom sessions in Judge Beale's courtroom. There are currently 21 active participants in Drug Court, and two referral pending. The next Drug Court we will celebrate the 15th successful graduation! (2, 3)
- 3) Community Service:
 - Interviewed and placed (18) eighteen people for community service this month.
 - Since October 1, 2013 there have been 176 referrals to community service. 40-Circuit Court, 117 District Court, 13 Drug Court, 5 Family Court.
 Placement was coordinated at the Humane Society, Recycling Center, Midland Reformed Church, Shelterhouse Re-Sale Shop, Coleman VFW and New Life Vineyard Church. (2, 3, 4)
- 4) Marissa continues to communicate with District and Circuit Courts and 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)
- 5) Attended the Prisoner Reentry Meeting at the Freeland Correctional Facility to discuss the budget and prisoner reentry programming. (1, 2, 3, 4)
- 6) Attended the Tri-Cap Board meeting with Sheriff Stephenson. Working with Circuit Court probation on having more referrals to Tri-Cap. (1, 2, 3, 4)
- 7) Attended the Annual Substance Abuse and Co-Occurring Disorder Conference in Lansing. Made new contacts for treatment and mental health alternative possibilities for inmates and probationers. (2, 3, 4)
- 8) Met with Angela Volk from J&A to review the year statistics and brainstorm goals for the upcoming year. (1, 2, 3, 4)

Emergency Management

- 1) Promoted National Preparedness Month messages through Facebook and other activities. (2, 3)
- 2) Received school emergency drill schedules and distributed them to law enforcement and fire services as required and appropriate under Michigan Public Act 12 of 2014.
- 3) Met with Assistant Principal Wendy Bridges at Meridian High School to review emergency plans and procedures. (2)
- 4) Participated in the Midland County Local Emergency Planning Committee meeting where three hazardous material emergency response plans prepared by Emergency Management were approved (Sears Automotive Center, XALT Energy, and Airgas USA). (2, 3)
- 5) Completed a resource inventory report to meet National Incident Management System requirements. (1, 2, 3)
- 6) Received five more approvals from FEMA for local jurisdictions adopting the Midland County Hazard Mitigation Plan, bringing the total to fifteen. All fifteen are now eligible to apply for FEMA Hazard Mitigation Grant funding, as available in the future. (1, 3)
- 7) Continued to meet with the exercise design team and regional law enforcement officials to develop an emergency exercise to take place in October. (2, 3)
- 8) Participated in quarterly meeting with Dow Chemical Michigan Operations Emergency Services & Security. (2, 3)
- 9) Participated in the Midland County Fire Chief's Association meeting. (2, 3)
- 10) Roger served as an evaluator for a Clare/Gladwin emergency response exercise. (2, 3)
- 11) The 2014 Emergency Preparedness Guide was published in The Midland Daily News on Sunday, September 28th. (2)
- 12) Participated in the 3rd District Emergency Management meeting at Caro. (2, 3)
- 13) Hosted the Region 3 Homeland Security Planning Board meeting. (1, 2)
- 14) Participated in the Region 3 Healthcare Coalition Advisory Committee Meeting. (2, 3)
- 15) Participated in a National Weather Service StormReady review of WNEM TV-5 in Saginaw. (2, 3).

Equalization

- 1) The County's Millage Rate Request was submitted. Approval of the County's Apportionment Report which summarizes all millage levies for the various taxing jurisdictions countywide will be presented to Finance Committee at the next meeting.
- 2) Local units have been sent reminders/notice to prepare special assessment rolls in anticipation of winter tax billing. Mary has asked that the data be delivered back to her office by the 1st week in November (note approx 38,500 specials are imported or input, balanced and billed each December).
- 3) Grant and Mary continue to review sales data and work on appraisals of properties to be used in the agricultural, commercial and industrial studies for 2015. Inspections of properties are and will be ongoing through the season.
- 4) The mandated end of the sales period was September 30th. All sales will be reviewed and verified for use in the sales and appraisal study applications. Land value and Economic Condition Factors (ECFs) will be developed in October for use in the equalization department appraisals.

Finance/Budget/Administration Update

- 1) The Finance staff is making final changes to 2015 Budget. Health insurance will be a significant change from the Recommended Budget, as we now have final numbers. The public hearing will be October 14th, the budget resolution and changes will be heard at Finance Committee on October 28th, and to the Board Meeting on November 4th. (1,2)
- 2) The United Way campaign has begun at the County. Please support United Way! It provides so much to the citizens of Midland County that need it most. (2)

GIS

- 1) The aerial imagery project proposals were reviewed by the six county GIS professionals and Kucera was selected as the vendor. We have confirmed 3 partners that will cost share with the County on this project, Dow Chemical, the Road Commission, and the City of Midland. The proposal for Midland is \$41,900. Dow has agreed to contribute \$20,000 and we will split the remaining cost with the other partner(s). There are 6 counties involved in this project, Midland, Bay, Saginaw, Isabella, Gratiot and Gladwin. (2, 3,4)
- 2) The mobile GIS application programming language is not supported any longer by ESRI. This means for many users they are seeing black screens when they open the app. Amalgam is trying to determine if they want to update the application. We have asked for the cost to do this because we have over 2500 downloads of the app which means it is a reliable resource for many users in Midland. (2,3)
- 3) Chris was elected President of Michigan Communities Association of Mapping Professionals (MiCAMP) at our September meeting. Congratulations to him! (2)

Health Department

- 1) Diseases-Staff continue to monitor statewide, national and international diseases of concern.
 - Ebola is very much in the news with a Liberian contracting the disease while in Africa and then arriving in the US prior to symptoms. Ebola can spread with close personal contact and is often lethal. Contact tracing and isolation
 - Enterovirus D-68 has become widespread in the US and mainly affects children
 - Seasonal flu is coming soon and we have begun flu clinics. Next clinics are Oct 15th, Nov 12th and Dec 3rd in the County Services Building.
- 2) Media - Department reps were recently interviewed for three TV segments and two newspaper articles regarding communicable diseases including flu and EV D-68.
- 3) Dental - The Director continues to work with community leaders to enhance access to dental services for low income adults in Midland County. Helping Hands is showing substantial increases in total patients and new patients since partnering with the Health Department for enhanced reimbursement. (3)
- 4) The Michigan Health Endowment Fund (MHEF) - a foundation formed to distribute funding from Blue Cross/Blue Shield, will be providing significant health promotion and prevention funding over the next 18 years. The MHEF Board is conducting a listening tour and included Midland County as one of six locations. (2)
- 5) 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. (3,4)

- 6) Behavioral Risk Factor Survey (BRFS) - Work is completed to conduct a new behavioral risk factor survey of Midland County residents in the fall of 2014. We collect considerable data that helps establish community priorities regarding health and social issues. Saginaw Valley State University (SVSU) is conducting the survey. **Link for the survey:**
<http://www.midlandcountydashboards.org/> (1,2,3)
- 7) County Website - The "Health" portion of the website is completed and generally looks good. Still some challenges with full functionality. (2,3,4)
- 8) Environmental Health - Workload is heavy and one staff is on short-term disability at least through October. A final household waste and e-waste collection is planned for October 14th. This is a partnership between Midland County, the City of Midland and Dow Chemical. (1,3,4)
- 9) Dioxin - Dow Chemical is hosting a dioxin seminar for health department leadership from Bay, Saginaw and Midland Counties on October 28th. (2,4)
- 10) Community Presence/Meetings -
 - Michigan Assoc. for Local Public Health Board - Sept 8th
 - Blue Cross Blue Shield (BCBS) Safety Net Seminar - Sept 8th
 - Quality Improvement Workgroup - Sept 10th
 - Midland - Exploring Our Futures - Sept 11-12th
 - HHSC Executive Committee - Sept 12th
 - Legacy Center - Northwood Fundraiser/Football Game - Sept 13th
 - BCBS Listening Tour Sept 15th
 - Dow Human Subjects Review Board Meeting - Sept 15th
 - MiHIA Population Health Workgroup - Sept 18th
 - MiHIA Board of Directors - Sept 19th
 - Midland County Health and Human Services Council - Sept 24th
 - Meeting with Midland County School Superintendents - Oct 6th
 - Helping Hands Dental Clinic Board - Oct 9th
 - Health and Human Services Council (HHSC) Exec. Committee - Oct 10th

Human Resources

- 1) Vacant positions include: on-call universal workers, Pinecrest Farms. Youth development worker, JCC. (3)
- 2) The roll-out of HIPAA/HITECH guidelines for employer health care provided medical benefit protected information will be coming out this fall. This new legislation and subsequent law was passed to protect the health information of employees in regards to health care information that is provided to an employer under their health care plan. Employees may refer to our Notice of Privacy Practices which is now featured on the Midland County website. (3)
- 3) Suzanne will be on disability leave from approximately October 21st through the first week of December. In her absence, please contact Heather Lynch for routine personnel questions and forms, Craig Maxwell or Jon Scott for questions regarding benefits and payroll administration and Bridgette Gransden for labor or employee relations matters. (3)

Information Technology

- 1) Brian and IT staff started to facilitate the SCAO (state court administrators office) video visitation replacement with Judge Allen, Judge Beale and Judge Carpenter as well as Kevin Beeson from Facilities. (1,2,3,4).
- 2) Started to beta test new tablets laptops with test users. (1,2,3,4).
- 3) Started to work on new IT Policies and Procedures for compliance. (2,3,4).
- 4) Working with the Health Department to replace their PCs as they reach the age of retirement (the PCs that is!) (3).

Mosquito Control

- 1) Seasonal employees have ended terms. (1,3)
- 2) Upcoming project/purchases: (3)
 - ✓ replacing material and storage boxes in bed of spray trucks (safety)
 - ✓ install a hoist for pesticide barrel loading (safety)
 - ✓ purchase pesticide spray dispersal evaluation system (efficiency)
 - ✓ two handheld pesticide foggers (efficiency & safety)
- 3) Reviewing hourly pay rates for technicians in light of the higher minimum wage. (3)
- 4) Mosquito Control staff will assist the Michigan Mosquito Control Association with mosquito control applicator recertification training on Oct 20th. (3)
- 5) Four from Mosquito Control will attend the Ohio Mosquito Control Association meeting on Oct 27-28th in Athens, OH. (2, 3).
- 6) A scrap tire collection was held Saturday, September 13th at the Midland Recyclers Center. 1200 tires were collected from over 70 county residents. (3)

MSU Extension

- 1) There will be a second meeting to discuss funding for MSU Extension Midland County on October 16th at 6:00 pm. The goal is to continue discussion of sources of funds for MSU Extension Midland County for the 2015 budget year and discuss plans for sustainable source(s) for future years.
- 2) Ready to Go: Mentor Training Toolkit Train the Trainer Workshop
Date: November 12, 2014
Time: 10 a.m. - 4 p.m.
Location: The Midland County Building
Contact: 231-724-4738, coxf@msu.edu

Ready to Go: Mentor Training Toolkit is a curriculum that will provide mentoring and other youth development professionals with a customizable volunteer training curriculum, support for using the curriculum and a toolkit to ensure that all mentors in planned youth mentoring programs have access to evidenced-based training. This train the trainer workshop will instruct professionals in how to use the curriculum with their programs and allow staff members the opportunity to experience and try

3) New County Commissioner Workshops

Date: December 9, 2014

Time: 3 - 8 p.m.

Location: Frankenmuth Bavarian Inn Lodge and Conference Center

Contact: Julie Pioch, piochj@anr.msu.edu.

This program is hosted by Michigan State University Extension and Michigan Association of Counties

Participants in the 2014 New County Commissioner Workshops will:

- Explore the complexity of governance in today's world.
- Learn more about their roles and responsibilities.
- Gain an initial understanding of county finance.
- Learn the questions to ask when making decisions on policy issues.
- Network with other commissioners.

Who Should Attend?

Although targeted for newly elected county commissioners, experienced board members, county administrative officials, county clerks and treasurers are all invited to attend.

Parks and Recreation

- 1) The lack of 80 plus degree days this summer impacted attendance and revenue at Sanford Lake. Despite the cooler weather our park revenue was \$196,885 a slight increase over last summer by \$8,500. The 10th annual Parkapalooza Festival took place on September 7th under ideal weather conditions. Estimated attendance of 6,000 people took part in the day long festival of music and family activities. Vehicle admission into the park reached capacity by mid afternoon with the overfull parking directed to St. Agnes Catholic Church. The youth group of St. Agnes raised \$1,000 by coordinating with us to provide overflow parking at their location. (1,2,3)
- 2) Asphalt maintenance of the PMRT was completed as a break in the wet weather provided a window of opportunity to finalize seal coating and crack filling activities. Park staff have begun seasonal closing duties on park buildings and have begun leaf collection, aeration and fertilization on county lawns and park properties. (1,4)
- 3) The 35th annual Mud Creek Crawl took place on Sunday September 28th at Pine Haven recreation Area. 113 men and women athletes competed in the grueling cross county course that traverses the 325 acre park. Tri-To-Finish Inc. managed the event this year with the assistance of John McPeak the former event manager and a couple of our park staff. The feedback from the Tri-to-Finish organization was positive and they plan to return next year to manage the event. (3)
- 4) Repairs were completed in September to the remaining park property damaged as a result of the 2013 flooding. Reimbursement request in the amount of \$9,146.00 has been submitted to the public assistance grant program (FEMA). The grant program required a 25% local match to participate. (1,4)
- 5) The Michigan Real Estate Services Division which provides property sales oversight for the Michigan Department of Natural Resources Department notified us that resolutions from the County Board will be required to close out the property exchange. The resolutions are being prepared and will be presented to the BOC to finalize the land transaction to convey properties between the parties. (1,2,4)

Public Guardian Services

- 1) Steve has 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) Became the guardian and conservator for two more individuals last month. They are also set to become the guardian for two more individuals this month. (2) (4)
- 5) Have transported numerous clients to doctor appointments. (2) (3) (4)
- 6) Appointed as guardian and conservator for a gentleman with numerous assets and will need to sell a few of his properties. The County will receive 6.8% of the proceeds of the sales. (1) (3) (4)

Survey and Remonumentation

N/A

Veteran's Services

- 1) Continue work on core services. The 1460th has returned from Afghanistan. (2,3)
- 2) Closely monitor Veterans Department financial accounts to ensure adherence to 2014 budget. (1,4)
- 3) Continue coordination for Veteran's Day. The ceremony will be held in front of the new Memorial at 1100 on the 11th of November 2014. (2,3)
- 4) Ross was invited to present a brief on VA Benefits at Washington Woods Apts.

Information OnlyMeetings attended:

September 10 th	Tri County Commission Meeting
September 11 th -12 th (MACFTA)	Community Success Panel Action Conference
September 12 th -17 th	ICMA Annual Conference-Charlotte, NC
September 18 th meeting	Midland County Career and College Network
September 23 rd	Chamber Board meeting Ceremony for the return of the 1460 th
October 9 th	Junior Achievement Hall of Fame Dinner

CIVIL COUNSEL REPORT

BOARD OF COMMISSIONERS:

- Attend meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- FOI Request\Appeal - Equalization Dept. (Kotwicki)
- Smithsonian American Art Museum - Henry Bernstein mural-Chemistry-Dow Chemical Workers renewal agreement
- Attend 2014 Annual Tri-County meeting
- J&D Plumbing & Heating LTD - Boilers
- FOI Request\Consumers Energy

COUNTY CLERK:

- Jerome Twp Recall Petition - Order Affirming in part and denying in part appellants' claim of appeal re: Ms. Methner

FINANCE DEPARTMENT:

- FOI Request\Professional Finders
- Senior Services Millage Exemption
- Midland Tomorrow Purchase of Services Agreement

HUMAN RELATIONS:

- Retirement benefits - Claim and Delivery filed
- Personal Mobile Device Employee usage Acknowledgment and Consent
- Midland Health Plan Corporation Agreement and Resolution to Authorize Intergovernmental Transfers

PARKS AND RECREATION:

- Gladwin Management Unite - DNR Exchange
- Averill Rollway Trailhead improvements\Spicer proposed agreement

PINECREST FARMS:

- Community Mental health for Central Michigan Agreement
- ECP End-User Software Usage Agreement

PROSECUTOR:

- Various FOI requests
- MKF 3rd Amendment to Mentoring Services Agreement
- Mentors Contract Amendment re: Kids First

SHERIFF:

- Various FOI requests
- JAIL
 - Jail Facility/Land Use Agreement - Unimproved Land Service Provider Agreement
 - In Jail Substance Abuse Agreement (Community Corrections)
 - SMB Probation Center, Tri-County Community Adjudication Program (Community Corrections)
 - ETC Jail Inmate Adult Education - Bullock Creek School District (Community Corrections)

TREASURER:

- Foreclosure of unpaid property taxes (Order for Alternate Service)
- 1616 Airfield Lane, Midland Michigan Forfeiture (Quiet Title Action)- Probate Estate of Shirley S. Carrington, Dec'd, attend hearing on Petition to transfer property -PR deed completed
- Harsh v Midland County - Answer to Complaint
- FOI Requests
- Bankruptcy matters-
 - Alice Dufresne (Notice of Completion of Plan Payments and Notice of Final Cure Mortgage Payment - objection and response filed)

TRIAL COURT:

- Foster Care Agreement
- Provider Agreement for Youth Intervention Specialists
- Severed Emotional Disturbance Program (SED) Home and Community Based Waiver Services Agreement
- Public Guardianship Services Agreement
- Various FOIA requests
- Baby Court Provider Agreement

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COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

DORRIEN - NO COMMENT

MCGILLIVRAY - NO COMMENT

BONE - OPPOSED TO PUBLIC ACT 88

KEENAN - SPOKE RE: OFFICER/FIREFIGHTER BANQUET TONIGHT

LEIGEB - SPOKE RE: CONFLICT RESOLUTION PROCLAMATION, HE IS OPPOSED TO SIGNING PROCLAMATION.

GEISLER - ASKED QUESTIONS OF THE ADMINISTRATOR/CONTROLLER

FINLEY - THOUGHTS AND PRAYERS TO BRIDGETE IN THE LOSS OF HER MOTHER IN LAW

10:00 BUDGET HEARING:

AGENDA TIME	DEPARTMENT	REQUESTOR
10:00 -10:15	Juvenile Care Center	Mark Butcher Judge Allen Michael Wolsh
10:15 -10:25	Commissioners Questions/Comments	
10:25 -10:40	Pinecrest	Joe Blewett
10:40 -10:50	Commissioners Questions/Comments	

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

MOTION TO ADJOURN:

Motion by Commissioner Geisler, supported by Commissioner Bone to adjourn.
Motion Carried.

MEETING IS IN RECESS UNTIL TUESDAY, OCTOBER 21, 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.

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James Leigeb, Chairman, Midland County Board
Of Commissioners

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