

DECEMBER SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
December 9, 2014

APPROVED

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

ROLL CALL

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

MEMBERS ABSENT: NONE.

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) Boilers are complete. Waiting on final Boiler Division inspection for licensing approval. All working as expected.

4th Floor/Courthouse Remodel

N/A

Courthouse (4)

- 1) Kevin hosted Veteran's Day activities at Vet's Memorial
- 2) Cleaned up and worked with MACF volunteers preparing for Santa's arrival
- 3) Working through some temperature issues with Three Rivers on the sallyport area. Nothing unexpected, just needed cold weather to identify the areas.

Jail Update (4)

- 1) As of Tuesday, December 9th we are currently responsible for 239 inmates. Local Midland County inmate count is 112, while 58 are from the Federal Marshals, 59 from Genesee County, and 10 are from the Michigan Department of Corrections.
- 2) D-pod shower. A leak from mezzanine showers ruined shower ceiling in lower pod. Facilities removed plywood and drywall. Brought in Gerace Construction to help speed the repair as it was in the occupied portion of the pod. All repaired and like new condition.
- 3) Major dishwasher repairs, curtains, valves, parts for stock
- 4) Repaired big mixer with new control board
- 5) Kitchen inspection completed

Juvenile Care Center (4)

- 1) Completed all exterior light modifications. New wall packs, canopy lights, and parking lot lights. Building looks much more modern now, both in daylight and especially at night.

DECEMBER SESSION

Page 2

Pinecrest Update (4)

- 1) As of Tuesday, December 9th the current census at Pinecrest is 60, full capacity.
- 2) Thorsberg donation deposited by treasury dept. I will be attending the DHS meeting on December 18th along with Sharon Mortenson (MACF), Tori and Cathy Lunsford to review investing and donor funds.
- 3) Outside Holiday lights were purchased with donor funds and put up.
- 4) Planning started for 2015 Pinecrest Winter Gala. Goal is to raise donor funds for resident use and employee engagement, raise awareness, and educate community on millage. Possible locations narrowed down to the Great Hall or Holiday Inn.
- 5) Electronic Medication Management System (eMAR) is doing very well.
- 6) Facilities helped arrange several resident rooms as new residents moved in.

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) Attended Drug Court meetings and courtroom sessions in Judge Beale's courtroom. There are currently 21 active participants in Drug Court, and two referrals pending. (2,3)
- 3) Community Service:
 - ✓ Fiscal year, Oct-Sept, 176 referrals were received with 88 successful completions.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) Marisa 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 a Tri-Cap Board meeting with Sheriff Stephenson. Midland County has a low number of inmates that are referred to Tri-Cap. They are working with the Probation, Prosecutor and Judges to increase the number. By utilizing Tri-Cap, Midland County saves money locally because Tri-Cap is funded by Community Corrections and MDOC. (1, 2, 3, 4)
- 6) The year end report was accepted and approved by the State. (1, 2, 3, 4)
- 7) Held the quarterly CCAB Board meeting and presented the end of year statistics. Community Corrections worked with 335 participants resulting in 8,080 jail bed days saved for the year amounting in a potential monetary value of \$606,000. (1, 2, 3, 4)
- 8) Judge Beale, Commissioner Keenan and Marisa met to discuss recidivism and Community Corrections programs. (1, 2, 3, 4)

Emergency Management

- 1) Prepared annual reports necessary for the National Flood Insurance Program Community Rating System in order for the City of Midland to maintain a 25% discount on flood insurance premiums for city residents. This included the preparation of a Hazard Mitigation Plan annual report; a flood after action report; copies of public information provided in 2014; and an updated River Assessment & Flood Warning Procedure (2, 3)
- 2) M-47 siren is reinstalled and waiting for Consumers Energy to hook up the power. (2, 4)
- 3) Continued working with the Facility Manager on the EOC remodeling project. (2, 4)
- 4) Completed an update of the Emergency Operations Plan Fire Services Annex and reviewed with the Midland County Fire Chief's at their November meeting.. (2, 3)
- 5) Completed a draft Continuity of Operations Plan for Shelterhouse (2, 3)
- 6) Completed an audit of emergency management activities from 2012-2014 as required by the Michigan State Police in order to maintain the designation of Professional Emergency Manager. (2)
- 7) Roger met with the four Michigan Tech students currently working on a flood forecasting model for the Tittabawassee River while they were in town over Thanksgiving break. (2)
- 8) He met with the Saginaw County emergency management coordinator to review procedures for Tittabawassee River flooding. (2, 3)

DECEMBER SESSION

Page 3

- 9) Participated in the following meetings:
 - o Safe Community Committee
 - o Region 3 Healthcare Coalition Advisory Committee
 - o Region 3 Homeland Security Planning Board
 - o Third District Emergency Management
 - o Cabot Corporation Community Advisory Panel

Equalization

- 1) Equalization studies are continuing with more than half the sample completed. The studies will be complete and forwarded to the Assessors and the State by the end of the month.
- 2) Preparation of the tax database used for December tax billing was completed on schedule (December 14).
- 3) Grant is finishing the last of the sample properties to be used in the commercial and industrial studies for 2015.
- 4) Once all study data is complete and forwarded, the staff will be working on a couple maintenance and update projects.
 - a) The State has asked that assessors and equalization departments consider converting to a uniform classification coding. Mary plans to complete the transition to the State requested codes in January.
 - b) Have started a compare project in conjunction with Chris Cantrell (GIS) to review and try to match property addresses between Assessing and E-911 data. That review has been "on hold" for a few months while the staff worked on mandated studies. She plans to complete the review.
 - c) The software used for assessment (BS&A) now offers a place in the software to assist in damage assessment. She will work on setting up the data within the software to support the valuation part of the damage assessment reporting to the State should the need ever arise.

Finance/Budget/Administration Update

- 1) Benefits staff is very busy with open-enrollment for benefits. (1,3,4)
- 2) CIP deadline was Dec. 1st and was completed on time, which ensures that County will receive \$395,000 in Revenue Sharing. (1)
- 3) Staff disseminated departmental budgets and is currently working on compilation of budget books for Commissioners. (2,3)
- 4) With the assistance and cooperation of the Treasurer's Office, we are now paying Consumer's Energy electronically. The County has 25 accounts with Consumer's Energy and spends an estimated \$550,000 annually. This will reduce the number of checks we print by more than 150 annually. (3)

GIS

- 1) Chris has finalized the contract with Kucera for 2015 Imagery project. (4)
- 2) As part of the Executive Website Committee, Chris presented the County's new website to the Government Issues Committee for the Chamber of Commerce. The site was well received by the other members in attendance. They all agreed that our new website was well thought out, very informative and comprehensive. The most impressive part was that the site includes so much information about the community. (2,3,4)
- 3) Amalgam has developed a solution to the mobile application problem. The solution will have the look and feel of a mobile app however function as a mobile website. This will be a long term solution that will withstand the ever changing environment in mobile technology. The new 'app' will not be free anymore; however they have not worked out the cost yet. They expect to have the replacement in the app store within 6 months. (2,3)

DECEMBER SESSION

Page 4

Health Department

- 1) Diseases – Staff continue to monitor statewide, national and international diseases of concern.
 - Ebola remains in the news but has slowed with no new cases in the US. All cases been related to W. Africa. Ebola can spread with close personal contact and is often lethal. Quarantine, isolation and contact tracing are effective public health tools and local public health is being asked to monitor potential cases for up to 21 days. Eleven are currently being monitored in Michigan, none local.(3)
 - Seasonal flu season is beginning and we have conducted flu clinics. Our final clinic is Dec 10th (rescheduled from Dec 3rd) in the County Services Building.(3,4)
- 2) Community Education –
 - Our Medical Director is working with Rotary to access vaccine records of foreign exchange students as one method to see if they are up to date. The Rotary has been very helpful. (2)
 - We are also looking to reduce the number of vaccine waivers to better protect the community from disease. an on Nov 4th regarding Public Health Law, Isolation/Quarantine and Ebola. (2)
- 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 has shown substantial increases in total patients and new patients since partnering with the Health Department and would like to renew the current contract for two more years. (3)
- 4) 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)
- 5) Behavioral Risk Factor Survey (BRFS) – The behavioral risk factor survey for Midland County residents in currently being conducted. Considerable data is collected that helps establish community priorities regarding health and social issues. Saginaw Valley State University (SVSU) is conducting the survey and community members can request to participate. (1,2,3)
- 6) Environmental Health – Workload is heavy and one staff is on short-term disability at least till mid December. We would like to begin the process of filling the newly created Sanitarian position. Thank you Commissioners! (1,3,4)
- 7) Community Presence/Meetings –
 - Michigan Assoc. for Local Public Health Board – Nov 10th
 - Quality Improvement Workgroup – Nov 12th
 - Mi-Vibe Presentation – Nov 12th
 - MCTV Video Shoot with Susan Dusseau – Nov 13th
 - HHSC Executive Committee – Nov 14th
 - Dow Human Subjects Review Board Meeting – Nov 17th
 - Michigan Assoc of Local Environ.Health Directors Meeting –Nov 20th
 - MiHIA Population Health Workgroup – Nov 20th
 - Midland County Health and Human Services Council – Nov 26th
 - MiHIA Video Shoot for Future – Dec 1st

Human Resources

- 1) **Current external job postings are:**
 - **Sanitarian**
 - **Nurse Practitioner**
 - **Deputy Administrator/ Attorney-Referee**

DECEMBER SESSION

Page 5

Information Technology

- 1) Supported Kevin Beeson and Roger Garner with tech parameters for the EOC renovations. (1,2,3,4).
- 2) Continued to roll out Goldfax, this is a new service that we purchased to reduce standalone fax machines as we leverage the faxes going paperless. (1,2,3,4).
- 3) Continued to work on new IT Policies and Procedures for compliance. Implemented server and firewall event logger for compliance. (2,3,4).
- 4) Completing the end of the year workstation replacement with the Health Department and Mosquito Control. (3).

Mosquito Control

- 1) Provided requested 2015 plan to MDNR regarding spraying for adult mosquitoes on state-managed land. Separate permit requests will be submitted for aerial larviciding and adulticiding activities. (2, 3, 4)
- 2) The aerial spray contract has been drafted and sent to Hatfield Spraying Service, Inc. Carl and Charlie will visit them in Nunica on December 18th. (1, 3)
- 3) The bid advertisement is posted for 2015 insecticides. (1, 3)
- 4) The MCMC 2014 year-end report will be completed in December. (2)

MSU Extension

- 1) The next meeting to discuss funding for MSU Extension Midland County on January 15th at 7:00 pm in the MSUE Learning Center. 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) Lisa Treiber's Preserving Summer's Harvest: Water Bath & Pressure Canning class will be held on December 10th from 5:30-7:30 at the Midland County MSU Extension office. This class teaches the use of a pressure canner for low acid foods and a water bath canner for acid foods. The cost of the class is \$20 which covers the cost of class materials.
- 3) Melissa Coosgard and Sam Habowski, Health and Nutrition Program Instructors will be holding Wonderful Wednesdays at Messiah Lutheran Church nutrition education series beginning on December 3rd from 3:30-4:45. Show Me Nutrition is a 6-series program for youth ages Pre-K to 8th grade. Participants will have the opportunity to engage in interactive, hands-on activities that promote good eating habits, positive body image, physical activity and food safety. Through each interesting and fun nutrition class, students will gain the skills necessary to make healthy lifestyle choices. This 6 series program covers 8 different lessons. This program is taught at schools with at least 50 percent of students that are eligible for the National School Lunch Program.
- 4) Melissa and Sam have also partnered with Family Fare to host Cooking Matters at the Store on December 12th from 1:00-2:30. This hands-on tour will help you make the most of what you've got, so that your family gets the best nutrition they can. Enrollment is limited to 15 participants per tour. Class series and presentations are taught throughout the community, including but not limited to community centers, churches, schools and local MSU Extension offices.

DECEMBER SESSION

Page 6

Parks and Recreation

- 1) Resolutions and property deed for the conveyance of properties have been sent to the Department of Natural Resources Real Estate Division to finalize the land exchange transaction. (1,3)
- 2) Initial construction for the Averill Trail Head development has been delayed due to the contractors equipment being out of service and the weather conditions in November. All permits have been acquired and building materials have been received. Staking for the site work has been re-scheduled for early December so that the excavation of the entrance, parking area and pavilion location can be completed before weather conditions close the project. Work will resume in the spring with parking lot asphalt, erection of the pavilion, installation of furnishings and site restoration. Project completion is scheduled to occur by June 1st. (1,4)
- 3) The engineering and design firm of Orchard, Hiltz & McCliment (OHM) has been awarded a contract for the Pere Marquette Rail-Trail asphalt surface reconstruction project. The construction design and bidding documents are currently being prepared for release to secure a contractor to perform the improvements. The work will be schedule next spring and early summer. (1,4)
- 4) Kim has announced his retirement effective December 31st. We are working together on a transition plan that will take us through spring/early summer of 2015 to finish projects and search for a new Parks and Recreation Director.

Public Guardian Services

- 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) Sale of 2 Sanford lake Properties owned by a client is pending inspection. Another lot this client owns in Mt. Pleasant is now listed for sale. Will generate revenue for the office as we collect 6.8% of sale price. (1), (4)

Survey and Remonumentation

- 1) Peer Review Committee has met twice in November and the last one for the 2014 was December 5th. This will conclude remon work for 2014 and Chris will be submitting the grant completion paperwork for this year.
- 2) Due to legislative changes CORS stations are now an allowable expense again for grant funds. That and a need the City of Midland has for equipment at their landfill has started discussions about the possibility of installing a station in the County again. They had been working on this in 2009, even performing site selection analysis, choosing the Road Commission property in Sanford as an ideal location. It was central to the County and surrounding CORS stations and it would be secure. There will be a meeting in the next month or so to talk about the possibility of building the CORS station again. (3,4)

Veteran's Services

- 1) Continue work on core services. (2,3)
- 2) Coleman Veterans Memorial Day Sunday concert will feature the band Foghat in 2015.
- 3) Ross has informed and helped a veteran utilize the new SOM Michigan National Guard State Tuition Assistance Program (STAP) Education Bill, Public Act 259 of 2014.
- 4) Positive feedback from Veterans Day ceremony. Thank you to Midland County and the City of Midland for their support.
- 5) He has dedicated at least 2hrs of his 2015 monthly budget for updating the Veterans Website. Big ideas and plans.
- 6) He is helping coordinate Christmas Baskets for delivery from American Legion Post 165 to county veterans and families. (2,3)

CIVIL COUNSEL REPORT

BOARD OF COMMISSIONERS:

- Attend meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Bishop Land Service-Seismic survey on County property
- CLEAR Agreement
- Volunteers for Recycling Purchase of Service Agreement

COUNTY CONNECTION:

- FY 2014 Section 5311 Contract Amendment

EMPLOYEE RETIREMENT SYSTEM:

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

FINANCE DEPARTMENT:

- Dr. Richard Jentsch, dec'd retirement benefits
- Road Millage language

HEALTH DEPARTMENT:

- MI Department of Environmental Quality Renewal Agreement FY 2014-2015
- Mental Health Service Agreement renewal w/MCHCM

HUMAN RELATIONS:

- County of Midland v Arthur Beagle – (Claim and Delivery Action)

JUVENILE CARE CENTER:

- Bratton Clinic Physician provider

PARKS AND RECREATION:

- Coleman Skate Park

PINECREST FARMS:

- Attend meeting

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- Edward Byrne Assistance Grant BAYANET - renewal

TREASURER:

- Crossroads Outdoor's Foreclosure
- Harsh v Midland County
- Bankruptcy matters-
 - Alice Dufresne

TRIAL COURT:

- Bankruptcy Matter – Dean Smith, Debtor (Violation of Automatic Stay)
- Legal Representation of Indigents

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

DORRIEN – NO COMMENT

MCGILLIVRAY – NO COMMENT

LEIGEB – NO COMMENT

BONE – NO COMMENT

KEENAN – Spoke re: MACC and how important for the Commissioners to know what is going on and that the Commissioner need to appoint a representative to this board.

GEISLER – NO COMMENT

FINLEY – Expressed his pleasure at being the Chair of the Executive Committee.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

MOTION TO ADJOURN:

Motion by Commissioner Leigeb, supported by Commissioner Bone to adjourn at 9:40 a.m.

MEETING IS IN RECESS UNTIL TUESDAY, DECEMBER 16, 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