

JANUARY SESSION  
MIDLAND COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE COMMITTEE OF THE WHOLE  
JANUARY 10, 2017

APPROVED

Board called to order by Chairman James Geisler at 9:00 a.m.

ROLL CALL

MEMBERS PRESENT: SNYDER, BONE, GLASER, TERWILLEGAR, GEISLER, DORRIEN, NOESEN, BRIDGETTE GRANSDEN, ADMINISTRATOR/CONTROLLER; L. WILLIAM SMITH, CIVIL COUNSEL; NANCY KROUSE, ADMINISTRATIVE ASSISTANT; DENISE ADCOCK, COUNTY CLERK'S OFFICE.

MEMBERS ABSENT: NONE.

ADMINISTRATOR/CONTROLLER STAFF REPORT  
BRIDGETTEE 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) Treasurer's office complete.
- 2) Repainting and carpeting 95% done in Register of Deeds.
- 3) The replacement of the roof is completed. Warrantied for 20 years.

**Courthouse (4)- Kevin Beeson**

- 1) Working with Architect/CM to keep project on schedule.
- 2) Have held initial team meetings with occupants to work through construction rearrangements.

**Jail Update (4)- Kevin Beeson**

- 1) As of Monday, January 9<sup>th</sup> we are currently responsible for 214 inmates. Local Midland County inmate count is 111, while 97 are from the Federal Marshals and 6 from Genesee County.
- 2) Generator parts have been installed. Awaiting load-bank test to confirm its proper operation.

**Juvenile Care Center (4)- Kevin Beeson**

- 1) Mostly routine repairs.
- 2) Repainted JCC Director's office.

**Pinecrest Update (4)- Joe Blewett**

- 1) As of Monday, January 9<sup>th</sup> the current census at Pinecrest is 60-Full capacity. 0 admits, 0 discharged last 30 days. Short waiting list.  
Year end statistics:
  - a. Over 95% occupancy for 2016
  - b. 45 Assessments conducted, 23 accepted (51%), 42 assessments, 42% accepted in 2015. 41 assessments, 75% accepted in 2014.
- 2) Resident celebrating 100<sup>th</sup> birthday at Pinecrest on January 23<sup>rd</sup>. A party is planned!

- 3) **Activities: 2 new musical bands added to regular schedule. Dow High student visits going well. Many musical performances during holidays. Christmas party in December was very well attended.**
- 4) **Physical Therapy equipment is being used by residents and physical therapists.**
- 5) **Travis spent a few days doing the semi-annual drywall / paint repairs.**

#### **Community Corrections- Marisa Boulton**

- 1) **Successfully submitted information into the State's case manager system 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 20 active participants with two referrals pending. Since November 2010 there have been 35 graduates. (1, 2, 3, 4)**
- 3) **Coordinated in-patient and out-patient substance abuse treatment for 32 individuals since October 1<sup>st</sup>, 2016. (17 in 2016) (1, 2, 3)**
- 4) **Community Service referrals total 32 for the since October 1<sup>st</sup>. (45 in 2016) (2, 3, 4)**
- 5) **Tri-Cap enrollment is the highest it has ever been. We currently have 12 residents there. We have five people in the Opiate Specific Program (OSP) with two pending pick-up. This will result in many jail bed days saved for the County. Marisa is currently working with Saginaw Psychological to be a part of the after-care plan with the OSP individuals to ensure that each has a safe place to live and has the necessary support upon release from the program. (1, 2, 3, 4)**
- 6) **The MiHOPE program currently has 31 participants. She continues to meet with Judge Carras and Probation Agents Magnapora and Budreau bi-weekly to discuss ways to streamline the program and identify potential participants as soon as possible. (1, 2, 3, 4)**
- 7) **Meeting held related to jail diversion on January 5<sup>th</sup> and having the City PD and County Sheriff's Dept call CMH (Community Mental Health) for known clients and diverting them peacefully rather than booking them into jail for noise ordinances. CMH staff is willing to work with local departments to help divert their clients when it is not necessary to have them incarcerated. (1, 2, 3, 4)**

#### **Emergency Management- Jenifler Boyer**

- 1) **Currently updating the City/County Emergency Operations Plan. (1, 2, 3, 4)**
- 2) **Updating manuals for the Mobile Command Vehicle. (2, 3)**
- 3) **Identifying exercise and training needs for community and EOC (Emergency Operations Center) staff members. (1, 3, 4)**
- 4) **Met with the following agencies within the community regarding emergency planning and operations: Northwood University and Chevron. (1, 2, 3, 4)**
- 5) **Met with John Searles of ESA (Educational Services Agency) regarding school resources. Will be presenting in a few months to the Superintendents to review the schools portion of the City/County Plan and potential future steps. (1, 2, 3, 4)**
- 6) **Participating in Regional Hazard Assessment Process and Strategy Review. (1, 2, 4)**

**Equalization- Mary Cornell**

- 1) All equalization study results and reporting have been forwarded to the Assessors and the State Tax Commission. The preliminary study results will be published in the newspaper by or before February 17<sup>th</sup> (as required by MCL 211.34a). (1)
- 2) Adam, our map technician, is completing all requested splits and combinations of properties, including tax mapping and preparing the GIS maps to reflect the changes for the 2017 rolls. These changes will be posted to the equalization website and updated on the GIS interactive map prior to the March board of review. (Note that value is not yet established on the new parcels, but must be completed prior to the deadline to mail assessment change notices in February.) Based on the deadline to complete and forward 2017 assessment data to the department, Mary has set the tentative date for web updates at February 21<sup>st</sup>.

**Finance/Budget/Administration Update- Tori Meyer**

- 1) General Fund Expenditures for the month of November were \$1.3 million. General Fund Revenue was \$3.5 million. Year-to-Date, expenses were \$27.4 million and revenue was \$27.8 million. (1, 2)
- 2) The County received 3 bids for new financial software as bids were due December 6<sup>th</sup>. Demonstrations by the vendors are planned for late January/early February. (1, 2, 3)
- 3) Final Departmental Budget packets were assembled and distributed to Departments. Final 2017 Budget (in its entirety) will be placed on the intranet. (2)
- 4) Open-enrollment for Health insurance completed for 2017. (2, 3)
- 5) Union Negotiations with four groups were finalized with adoption of new pay scale and compensation system. (1, 3)

**GIS- Chris Cantrell**

- 1) Working on a new phase with the Environmental Health application. We are scanning old paper applications that will be linked to the features in GIS. We are also attaching SWORD database to the GIS features to enhance the information. (3)
- 2) There were some spatial location errors with locating and dispatching the correct emergency responders at 911. This has taken Carl (911 IT staff person) and Chris quite a bit of time to figure out how this was happening and what to do to correct it. We will be working through this list to get the issue corrected. (3)
- 3) Continue working with the Drain Commissioner to develop relevant information in GIS for their needs. This includes drains; storm sewers, drain right of ways, and drain district layers. (2, 3, 4)
- 4) Working with Jerome Twp to develop cemetery mapping. (2, 3)
- 5) Continue to assist Water District #1. (2, 3, 4)
- 6) Continue to assist the Road Commission. Chris developed training and taught the GIS staff. Training included PowerPoint and a manual using our local data. (2, 3)

**Health Department- Mike Krecek**

- 1) **Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.**
  - **The Department previously conducted five flu clinics, with no further scheduled at this time. Appointments are also available by appointment for flu and other vaccines such as pneumococcal. (3)**
  - **After the holiday season, it is common to see an uptick in communicable disease cases such as Norovirus, which spread easily by person-to-person contact. Staff currently are monitoring our community. (3)**
  - **The Zika virus cases continue to rise related to travel in Central and South America. Mosquitoes are the primary vector in transmission but males can transmit the disease through sexual contact, for up to several months after exposure. Statewide conference calls continue but are being reduced to monthly. (3)**
- 2) **Administration/Finance –**
  - **The Department has been approved to receive a \$15,000 grant from the Michigan Department of Health and Human Services (MDHHS) for a Maternal and Child Health Needs Assessment. We are participating in webinars and planning to involve community to determine best approaches in using the funding. We await the Michigan Department of Health and Human Services (MDHHS) 2<sup>nd</sup> Amendment to our current grant to begin the Board of Commissioner (BOC) approval process to accept the funding. (1)**
  - **The Department has applied for a grant from the Food and Drug Administration for \$2,500 to enhance our self-assessment efforts in the food program. Greg Price of Environmental Health led our effort. (1)**
  - **The Michigan Department of Health and Human Services (MDHHS) has offered funding to provide support services for lead exposed children throughout Michigan. These services are “nurse” focused and we are learning more about the program and deliverables. It also seems likely that more funding will be available for lead testing for potentially exposed moms, infants and young children. (1)**
  - **The Department with assistance from Tori Meyer, Finance Director, has selected a successor to fill the Accountant–Health position. (3)**
  - **We have an opening for a Sanitarian position that has been posted. (3)**
- 3) **Community Education/Involvement –**
  - **The Midland County Community Health Improvement Plan (CHIP) priorities continue to be addressed. Initial priorities are: Healthy Weight, Later in Life Quality and Substance Use Disorders.**  
**Mental Health Services have also been identified as a local priority making four priorities in total. On January 25, 2017 an annual community update on progress and challenges is planned for 9:30 in the Atrium of the County Services Building.**

All Commissioners and County leadership are encouraged to attend. (2, 3)

- Staff continue work on cross-jurisdictional sharing opportunities between the Bay, Saginaw, Mid-Michigan (Gratiot) and Midland County Health Departments.

We have used grant funds for a Geographic Information System (GIS) project in Environmental Health (EH) and the initial software development is completed. I-Pads were purchased and training has occurred. County GIS has also provided technical and financial support thanks to Chris Cantrell. Well locations, wastewater systems and contamination sites in Midland County are being identified, located and geographically mapped. Permitting software (for wells and wastewater systems) is being considered as part of the next phase. (3, 4)

- Helping Hands Dental has expanded their operations to serve more of the Medicaid eligible adult population. Our current agreement is scheduled to expire February 2017, so a renewal is needed. The Helping Hands Board of Directors is requesting a five year extension. (3, 4)
- Others Include: Vulnerable Adult Network, the Midland County Exploring Our Future Strategic Plan/Community Success Panel, and a Methamphetamine Task Force. The “Meth” Task Force is also looking into issues regarding opiates/heroin usage. (2, 3, 4)

#### 4) Quality Improvement (QI) –

- Staff continue working on quality improvement components, seeking to continually improve customer service. Projects include: GIS opportunities, automating certain forms, improving vaccine rates for seniors, reducing vaccine waivers for children and social media opportunities. Our launch of a Facebook page several months ago is progressing. (3, 4)

#### 5) Environmental Health (EH) –

- The Department is preparing to submit proposed changes to the Environmental Health Code, to the BOC for consideration. These changes focus primarily on water and wastewater programs. The Code was last updated in 2008. (4)
- The Sanford Lake sanitary survey of septic systems “field work” is now completed. There is some limited follow-up need in the spring but staff are now focused on preparing a report. This study sought to identify homes suspected of discharging sewage to the lake. (4)

### Human Resources- Suzanne Ault

#### 1) Vacant positions include:

- On-call Resident Associates and Nursing Supervisor at Pinecrest.
- Full-time Sanitarian in the Health Department.
- Full-time Legal Secretary in the Prosecutors Office, position has closed but has not yet been filled.
- Holly Julian (replacing Dee Johnson) was hired for the Accountant position in the Health Department starting 1/10/2017. (3)

#### 2) The wage reopener for four of our unions have been ratified and approved by the Board of Commissioners.

**Information Technology- Interim Director- Chris Cantrell**

- 1) Continued to replace PCs in the normal cyclical rotation. (2, 3, 4)
- 2) AT&T has started installing the equipment for the upgrade to our internet bundle with them. This will provide a second 100mb internet access (Mercury being our primary service provider) to the County; previously with AT&T we were getting 10 mb service. (2, 3, 4)
- 3) EOC (Emergency Operations Center) laptops are installed. (4)
- 4) Canteen Services – the switch to the commissary went very well. It took about a week working with the vendor, this project is now complete. (3, 4)
- 5) MDC's (mobile data computers) for the Sheriff's patrol cars are installed. There are some minor bugs we are working out with Central Dispatch. (4)
- 6) We received a quote for \$7,700 from Central Michigan University to replace the fiber between the County Services Building and the Courthouse. This will be needed because the existing fiber will be cut during the construction later this year. (4)
- 7) Replacing a VMware host server. The one we have is not supported and is at end of life. (3)
- 8) Installing new recorders, 5 at the Courthouse and 1 at the County Services Building. (4)

**Mosquito Control- Carl Doud**

- 1) The 2017 insecticide bid opening is scheduled on January 18<sup>th</sup> and purchase recommendations will be submitted to the Board within the month. (1, 3)
- 2) Inventory is being reviewed and orders are being developed for parts and supplies needed in 2017. (1, 3)
- 3) Carl spoke to the Saginaw Valley Beekeepers Association on January 3<sup>rd</sup>. He presented on Mosquito Control's operations and efforts to submit the appeal to the Forest Stewardship Council for control of adult mosquitoes on state forest.
- 4) 2016 Annual Report is in preparation and will be completed in the coming weeks. (2)

**MSU Extension- Diane Smith****4-H Programming – Funded by Local General Fund**

- 1) New Partnership: Grace A Dow made contact to set up use of the WeDo Lego Robotics Kits for summer STEM programming, and Midland Center for the Arts is also utilizing the kits for their March STEM programs.
- 2) SPIN clubs for January through March: SPIN clubs are special interest clubs open at no cost to youth already enrolled in 4-H for 2016-2017. Those attending these SPIN clubs are encouraged to bring friends who pay \$11 for the first program they attend. This enrolls them in the 4-H program for this activity and any future activities they wish to be involved in. SPIN clubs for winter through early spring are as follows: Beginning Sewing (3 offerings), Clowning, Junior Master Gardeners, Jams and Jellies, and Michigan Wildflower Photography.

**Agriculture and Horticulture – All State and Federally Funded**

- 1) **Sugarbeet Education:** Several programs were held providing new production information to beet producers. One key program is called “Sugarbeet Seed Week”. This program involves a series of five programs held strategically in the Thumb. The intent is to provide growers with all the research information to select the best varieties. Resources for teaching the program involves Michigan Sugar Research, MSU Sugarbeet Advancement and sugarbeet seed providers.
- 2) **Master Gardening:** Registration for 2017 class is open in Flint, with classes starting January 19 on Thursdays 9-1 at the MSUE Office.
- 3) **Vegetable Production Education and Assistance:** Educator Ben Phillips will be trained to help vegetable growers meet the Food Safety Modernization Act Produce Safety requirements. This will be highly valuable for growers.

**Health and Nutrition Programming – All State and Federally Funded**

- 1) **Cooking Matters Educational Series:** Cooking Matters for Adults is a nutrition program where participants will learn how to eat healthy, cook and grocery shop on a limited budget. The program consists of six lessons, lasting approximately two hours each. With the help of an experienced chef and nutrition educator, participants will gain the skills and confidence to make healthy, budget friendly meals for their family.
  - a. **Cooking Matters for Parents at WIC** November 1<sup>st</sup> - December 6<sup>th</sup>, 2016.
  - b. **Cooking Matters for Adults at Community Mental Health** January 10<sup>th</sup> -February 14<sup>th</sup>.
  - c. **Cooking Matters for Adults at the Greater Midland Community Center** January 11<sup>th</sup> - February 15<sup>th</sup>.
  - d. **Cooking Matters for Teens at ACEA** presentation January 19<sup>th</sup>.
  - e. **Cooking Matters for Parents at Longview Early Childhood Center** January 23<sup>rd</sup>-March 6<sup>th</sup>.
- 2) **Show Me Nutrition:** Show Me Nutrition (SMN) is a six-week program for youth from Pre-K through eighth grade. Participants engage in age appropriate, interactive, hands-on activities that promote good eating habits, positive body image, physical activity and food safety.
  - a. **Show Me Nutrition Pre-K classes- 5 at Longview Early Childhood Center.**

**Parks and Recreation- John Schmude**

- 1) **Soil & Materials Engineers, Inc.** has completed the soil borings and asphalt core samples on the failed two mile stretch of rail trail from Barden Road to Alamando Road and are currently conducting a four hour computer generated slope analysis to provide baseline information for determining future course of action. (1, 2)
- 2) **Met with Mosquito Control and Human Resources staff** to discuss 2017 seasonal personnel recruitment and hiring. (2, 3)
- 3) **Continued ongoing parks maintenance** (1, 2, 3, 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) Completed annual accountings and reports of guardian for probate. (1, 4)
- 5) Attended various doctor's appointments with clients. (2, 3, 4)

**Survey and Remonumentation**

- 1) We have received information about our 2017 grant funding. Next year we will be awarded \$47,417.00, as a comparison, our 2016 grant was \$42,736.00. The grant application has been sent to the State for acceptance. (4)
- 2) 2016 work has been completed and Chris will be working on the grant closure documentation this month to finish off another year. (4)

**Veteran's Services- Ross Ahlich**

- 1) Continue work on core services. (2/3)

Summary of veteran core services in year ending 2016:

- Midland County Veterans Service Office: Provided/Produced over 1,565 Veteran Administration Forms that were submitted to the Department of Veteran Affairs Detroit Regional Office in support of veteran benefits for Midland County residents. Approximately over 2,700 phone calls concerning Veteran Affairs Benefits were received and answered.
  - Midland County Veterans Office External Functions-Helped Coordinate, Plan, Organize, Resource and Execute: The American Legion Post 165 Midland Memorial Day Parade, Veterans of Foreign Wars Veterans Day Ceremony, and The American Legion Post 165 ordering and delivering of 30 Christmas/Sustainment Baskets. ( A big thank you to Midland County and the City of Midland for all their support in these activities) Ordered, received and placed pavers for the Midland County Veterans Memorial. Wrote and submitted news articles for veteran events. Served on the Midland Area Veterans Honor Guard. The Midland Area Veterans Honor Guard participated in 101 veteran funerals for year 2016. Ross was honored to participate in over 50 of these funerals.
  - Midland County Committee Michigan Veterans Trust Fund in 2016-invested \$19,764.12 in helping veterans and dependents with emergent needs or hardships.
- 2) Year 2017 the office will continue to seek improvement in all aspects of Veteran Affairs Benefits for Midland County Veterans and Dependents. (1, 2, 3, 4)
  - 3) Planned meetings with the new MyVeterans Affairs Regional Representative and State of Michigan Region 5 Coordinator. (2, 3)

**Information Only**

*Nothing to report*



## CIVIL COUNSEL REPORT

ADMINISTRATOR/CONTROLLER'S OFFICE:

- Contact w/Bridgette Gransden re: Open Meetings Act Seminar
- Research re: Elected Officials Compensation; Contact w/ Bridgette Gransden

BOARD OF COMMISSIONERS:

- Attend meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Opinion - Agreement regarding MMRMA Insurance Coverage Renewal
- Opinion - Agreement between Midland County Health Dept. and Helping Hands Dental Ctr
- Opinion - Agreement between 42<sup>nd</sup> Circuit Court/Family Div. and Attorney Mishic re: Legal Representation for Indigent Individuals
- Opinion - Agreement between Midland County Prosecuting Attorney's Office and Byrne (JAG) Bayanet

BUILDING COMMITTEE:

- Building Committee Courthouse Renovations project - Various communications with Kevin Beeson, Stephen Carras and Bridgette Gransden.

CLERK:FREEDOM OF INFORMATION ACT:

- 23 FOIA requests/responses (e-mail communications to/ from Administrator/ Controller/Sheriff's dept/PAO)
- Receipt and Review FOIA request via Mary Cornell; Contact w/Equalization dept. and Treasurer's Dept. re: FOIA request from American Wind Energy - no records/property not located in Midland County
- Prepare FOIA request form for County and City
- FOIA requests; Prepare initial response(s) to Citizens for Transparency

FINANCE:

- Research - Planning Committee; Contact w/Ann Manary and Bridgette Gransden

HEALTH DEPARTMENT:MOSQUITO CONTROL:

- Contact with Nancy Hatfield re: Insurance/spray contract

PARKS AND RECREATION:

- Contact w/John Schmude re: Buttonville Inn: Receipt and Review of Request from John Schmude re: Harsh Excavating; Prepare and Send letter to Harsh Excavating re: Buttonville B & B - encroachment corrected/no longer an issue
- Review OHM materials; Prepare and send letter to OHM

PROSECUTING ATTORNEY'S OFFICE:PUBLIC TRANSPORTATION:

- Contact w/Corey Gainer, VMK re: County Connection
- Contact w/Lynn Knapp re: County Connection

REGISTER OF DEEDS:SHERIFF:

- JAIL FACILITY
  - Review request of Denise Mason - Make changes to Renewal Agreement between SMB Probation Center and Community Corrections Advisory Board
  - Receipt and Review of lawsuit by Tyrone Price;
    - Contact w/Jim Duffy, Contact w/Jeff Derocher re: lawsuit and prisoner status;
    - Prepare and send letter to Jim Duffy @ MMRMA re: same

TREASURER:

- BANKRUPTCY MATTERS

TRIAL COURT:

- Cory and Lisa Stortz, Debtors - Chapter 13 Bankruptcy Matter - Received US Bankruptcy Court Final Decree and Case Closed

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

SNYDER - NO COMMENT.

BONE - SPOKE REGARDING BUDGET MONEY.

GLASER - NO COMMENT.

TERWILLEGAR - SPOKE REGARDING RESEARCH ON ISSUES.

DORRIEN - NO COMMENT.

NOESEN - NO COMMENT.

GEISLER - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

MOTION BY COMMISSIONER BONE SUPPORTED BY COMMISSIONER NOESEN TO ADJOURN  
Motion carried.

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MEETING IS ADJOURNED UNTIL TUESDAY, JANUARY 17, 2017 AT 9:00 A.M., TO MEET IN A REGULAR SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME THEIR DUTIES.