

MIDLAND COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE COMMITTEE OF THE WHOLE  
DECEMBER 8, 2015

UNAPPROVED

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..

-----  
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) Working with County Clerk to accommodate LiveScan fingerprint machine.
- 2) Continued progress on Treasurers space changes.

## **4th Floor/Courthouse Remodel- Kevin Beeson**

Nothing to report.

## **Courthouse (4) - Kevin Beeson**

- 1) Prepared exterior for Veteran's Day.
- 2) Wrapped up preparation for courthouse light decorations.
- 3) Completed the East Window restoration project.
- 4) Cleaned and attended to main lobby for Santa House opening.

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

- 1) As of Monday, December 7<sup>th</sup> we are currently responsible for 223 inmates. Local Midland County inmate count is 114, while 85 are from the Federal Marshals, 13 from Genesee County, and 11 are from the Michigan Department of Corrections.
- 2) Passed annual Fire Inspection.
- 3) Made repairs to multiple water mixing valves.
- 4) Replaced a door glass in maximum security. Inmate charged with cost.

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

- 1) Installed final camera for the conversion of the video from analog to digital.

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

- 1) As of Monday, December 7<sup>th</sup> the current census at Pinecrest is 58  
2 admits, 2 discharges in last 30 days
- 2) Activities: Music, shopping outings, Thanksgiving dinner. December 16<sup>th</sup>  
Christmas Party for staff and residents 6:00 – 8:00.
- 3) Facilities:
  - Water heater issue fixed.
  - Replaced all parking lot light bulbs.
  - Installed floor vinyl in two resident rooms on West Wing. Better for sanitation.
  - D & D Asphalt filled two freeze-thaw cracks with rubber to avoid trip hazards.
- 4) 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 participants and two referrals pending. (1, 2, 3, 4)
- 3) Coordinated in-patient substance abuse treatment for 2 males and 2 females. (1, 2, 3)
- 4) Community Service has 19 new referrals for the months of October and November. (2, 3, 4)
- 5) Tri-Cap numbers have remained steady. We started out the fiscal year (October 1<sup>st</sup>) with 20 residents housed there. (1, 2, 3, 4)
- 6) Attended training on Human Trafficking. (2, 3, 4)
- 7) Continued to communicate with Judge Carras, Circuit Court Probation Officer, Brian Mangapora and J&A Counseling on the new HOPE program for probation violators that will include individual counseling and group counseling provided by J&A and funded by Community Corrections. (1, 2, 3, 4)
- 8) Our quarterly CCAB meeting was held. Good attendance and conversation by members of the board. (1, 2, 3, 4)
- 9) Attended training at the jail from the Saginaw VA in regards to PTSD. Although we do not currently have a high population of veterans we have had some that Marisa was able to coordinate services for with the Justice Outreach Coordinator from the VA. By coordinating with the VA it saves the County money because the programs and services are paid for with their VA benefits. Community Mental Health also provided training on jail diversion and a plan of action was made between the three of us to use when trying to divert mentally ill inmates. (1, 2, 3, 4)

**Emergency Management- Roger Garner**

- 1) Promoted winter safety messages through facebook during Winter Hazards Awareness Week. (2)
- 2) Participated in the Midland County Fire Chief's Association meeting. (2)
- 3) Participated in the Law Enforcement Center emergency plan committee meeting. (2)
- 4) Met with Kristy Gallagher, Disaster Program Specialist for the American Red Cross. (2, 3)
- 5) Hosted the Region 3 Homeland Security Planning Board meeting. (1, 2, 3)
- 6) Participated in the 3<sup>rd</sup> District Emergency Management meeting. (2, 3)
- 7) Participated in the Region 3 Healthcare Coalition Advisory Committee meeting. (2, 3)
- 8) Provided emergency preparedness assistance to Coleman Elementary. (2, 3)
- 9) Conducted an inspection of the Modular Emergency Medical System (MEMS) trailer and the decontamination equipment trailer with Fred Yanoski, Emergency Preparedness Coordinator at the Department of Public Health. (3)

**Equalization- Mary Cornell**

- 1) All appraisal and sales studies are ongoing. All staff is working toward completion of studies. All study results are due to the local unit assessors and the State by the end of the year. (1, 4)
- 2) Completion of the new parcels (through parcels splits and combinations) also will be mostly completed by the end of the year and forwarded to the assessors to set value for the 2016 roll. GIS is also involved in revising the tax map set and preparing the revised parcels. The new parcel data is typically released in about February, at the time the assessment change notices are sent to property owners. New parcel data and values are finalized (as are all roll updates) at the end of the March Board of Review. (3, 4)
- 3) An ongoing 2015 project to convert classification codes to meet a voluntary state-wide standard is also expected to be completed by the end of the year. The updated data will then be offered to the local unit assessors for import to their roll information. The purpose is to aid the end users of the data by creating uniformity across databases. (3, 4)

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

- 1) Reported County Incentive Program data to State Treasury before due date of December 1<sup>st</sup>. This action will secure more than \$394,000 in Revenue Sharing for the County. Data will be distributed at next Finance Committee. (2)
- 2) 1065-C's are coming! This is the first year under ACA reporting that our employees/retirees will receive this tax document. Like a W-2, it must be filed with your 2015 annual tax return. (2)
- 3) Open Enrollment ended on Friday, December 4<sup>th</sup> at 5:00 p.m. (1, 2)

**GIS- Chris Cantrell**

- 1) Imagery update: We have completed quality control on the imagery. Very few issues were found however we did send the imagery back to have those corrected. Chris expects the final deliverables by end of month and ready for use. (3, 4)
- 2) We are using the imagery to update other layers now. We can spatially correct roads, addresses and building footprints. (3)
- 3) We worked on updating AMAR mapping for the assessor for Larkin and Midland Townships. (2)

**Health Department- Mike Krecek**

- 1) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
  - Confirmed cases of influenza are low thus far. That will likely change in December. (3)
  - As we move closer to the winter season, outbreaks of Norovirus become more common. Norovirus is a gastrointestinal disease of relatively short duration (1-2 days) but can be serious to the frail and immune compromised. (2)
  - Outbreaks of E-coli have been identified in other states due to chicken salad and cut vegetables in certain grocery outlets and Costco stores. (2)
  - Ebola concerns continue to lessen. Individuals from the affected areas continue to be monitored for symptoms upon entry to the US. More than 400 have been monitored in Michigan thus far with no cases of Ebola reported. (3)
- 2) Vaccination Clinics
  - Flu Clinics – Final “planned” clinic conducted on Dec 2<sup>nd</sup>. Other clinics could be added later and we continue to vaccinate by appointment in the clinic. (3, 4)
- 3) Community Education/Involvement –
  - Staff participated in Homeless Connect on November 4<sup>th</sup>. This was a multi-agency effort to link the homeless and poor to available services and opportunities. (3, 4)
  - Health Officer participated in MSU Extension Issues Identification Meeting in Saginaw on November 10<sup>th</sup> along with Commissioner Noesen. (2)
  - We continue to work with Prosecuting Attorney, the City and others to deal with methamphetamine and the impacts of this devastating drug to our community and develop plans of action/coordination. Safety training is being planned by BAYONET for staff that may be entering properties/residences with meth labs on site. (2, 3)
  - 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 and made a presentation to the BOC. (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.  
A facilitator has worked with our Health Officer group and we are using grant funds for a GIS project in Environmental Health (EH). Chris Cantrell is involved and we have submitted a joint request to the BOC for consideration. (3, 4)
  - After serving for eight years, the Health Officer is coming off the Michigan Health Improvement Alliance Board of Directors at year's end and will be replaced by the Bay County Health Officer. (2)
  - The Health Officer is serving on the United Way Community Improvement Strategy Team at the request of the United Way Executive Director. (2)
  - 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)
  - The Health Officer participated in a quarterly meeting with the Michigan Department of Health and Human Services (MDHHS) leadership on December 1<sup>st</sup> and will be participating in a quarterly meeting with the Michigan Department of Agriculture and Rural Development (MDARD) leadership on December 14<sup>th</sup> as part of the Michigan Association for Local Public Health (MALPH) Executive Committee. (2, 3)
- 4) 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)
- 5) Community Health Improvement Plan (CHIP) – Local agencies/partners are completing a Community Health Improvement Plan for Midland County based on the results from the Behavioral Risk Factor Survey (BRFS) and other sources of data. Initial priorities are: Obesity, Senior Quality of Life Issues and Substance Use/Abuse. (2, 3)
- 6) Staffing – The Department is in process of requesting approval to fill a vacant part time Nurse Practitioner position (.3 FTE) in the Clinic. (3)
- 7) Environmental Health (EH) –
- 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)

### **Human Resources- Suzanne Ault**

- 1) Vacant positions include:
  - On-call Universal Workers at Pinecrest.
  - Full time Court Officer Clerk at District Court.
  - Part time Victims Right Clerk Prosecuting Attorney's Office.
  - Part time IV-D Clerical Assistance Prosecuting Attorney's Office. (3)
- 2) Jeniffer Boyer has been hired as the Emergency Manager replacing Roger Garner effective December 17<sup>th</sup>. Roger's last official date with Midland County is December 31, 2015. (3)
- 3) The Human Resources Office has begun labor negotiations and meetings have occurred with most of the bargaining groups. (3)

**Information Technology- Brian Nichols**

- 1) Migrated the County and 911 websites to Managed.com from Artemis. (1, 2, 3, 4)
- 2) Worked with the Treasurer to help prepare for the new scanned documents that is due to be delivered in December /January. (2, 3, 4)
- 3) Continue to replace PCs in the normal cyclical rotation. (2, 3, 4)
- 4) Continue 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) Materials for the derogation application to fog for mosquitoes on state forest have been completed and submitted to DNR. They will be forwarded to the Forest Stewardship Council for review. (2, 3, 4)
- 2) The aerial spray contract is being drafted. (1, 3)
- 3) The bid advertisement is posted for 2016 insecticides. (1, 3)

**MSU Extension- Deanna East**

- 1) Melissa Pavlik is teaching an Eat Healthy, Be Active series at Greenhill Apartments on Eastman Road beginning December 8<sup>th</sup>—December 23<sup>rd</sup> from 3:00 pm—4:00 pm. This program consists of 6 lessons. Eat Healthy, Be Active promotes healthy lifestyles and can help reduce the risk of obesity and chronic disease.  
Lessons include:
  - Enjoying healthy food that taste great
  - Quick, healthy meals and snacks
  - Eating healthy on a budget
  - Tips for losing weight and keeping it off
  - Making healthy eating a part of your lifestyle
  - Physical activity: key to living well
  - Participants receive stretch bands for physical activity and a certificate of completion.
- 2) The District 9 Coordinator interviews/presentations were completed on November 13<sup>th</sup> at the Saginaw MSU Extension office. Recommendations by the selection committee were provided to the MSUE Director's office. Two candidates were brought in for a second interview on Wednesday, December 2<sup>nd</sup>.
- 3) The Michigan Bean and Beet Symposium and Trade Show are scheduled for Tuesday, January 19, 2016 at the Horizons Conference Center, 6200 State Street, Saginaw, MI. As you may already know, this is the largest agriculture trade show in central Michigan. Every year 300-400 producers attend! Businesses who work with agriculture products or producers are encouraged to exhibit and we hope you plan to be in Saginaw for this annual event.

**Parks and Recreation- John Schmude**

- 1) Program Update:
  - The Mid-Land Half Marathon/10K/5K on November 8th which was held on both City and County portions of the rail trail attracted 402 participants. (2, 3)
- 2) The 117 acre park property in Edenville Township has been boundary surveyed. (4)
- 3) Aside from ongoing parks maintenance, additional work included ash tree removal at Sanford Lake Park, boom mowing along the edge of the rail trail (we should finish by December 7-8), added fence to either side of the main gate at Manitou, prepped snow grooming equipment for Pine Haven, back filled and rough landscaped SE side of the field near the Coleman trailhead, reconditioned the asphalt sealer machine, removed trees/back filled the trailer parking area behind the maintenance shop, removed trees from trails at Pine Haven, and cleaned/organized the shop and office. (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)
- 4) Have attended several client medical appointments this month with clients. (3, 4)
- 5) Found housing for 6 wards this past month. (3, 4)
- 6) Had 2 clients pass away. Many trips to the hospital and consultations with Dr.'s. Gave permission for removal of life support on one case. (3, 4)

**Survey and Remonumentation**

- 1) Lee Township corner issue, the Peer Review has adopted the corner(s) out there. One will be the remonumented corner; however the "old" corner that property has been described from was adopted as the property controlling corner. This will keep the property lines where most residents always believed they were. (2)

**Veteran's Services- Ross Ahlich**

- 1) Continue work on core services. (2, 3)
- 2) Positive feedback from Veterans Day ceremony. Next year we'll enlarge the handicap parking space for the event. Handicap signs are being produced by a caring veteran. Thank you to Midland County and the City of Midland for all the support! (2, 3)
- 3) Continue updating the Veterans Website. (2)
- 4) Helping coordinate Christmas Baskets for delivery from American Legion Post 165 to county veterans and families. (2, 3)

**Information Only***Meetings attended:*

November 10 <sup>th</sup>	Senior Services Annual meeting
November 11 <sup>th</sup>	Veterans Day Ceremony
November 12 <sup>th</sup>	911 Board meeting
November 13 <sup>th</sup>	MSUE Regional Director Interviews
November 16 <sup>th</sup>	Chamber/Midland Tomorrow Governance Committee
November 17 <sup>th</sup>	Staff leadership video conference (Overcoming Your Biases)
November 18 <sup>th</sup>	911 Personnel Committee
November 19 <sup>th</sup>	MCCAN leadership team meeting
	Community Corrections Board meeting
	Community Success Panel meeting
November 23 <sup>rd</sup>	Staff leadership video conference (Shawn Achor—author)
November 24 <sup>th</sup>	Chamber Board meeting
November 30 <sup>th</sup>	MACAO (County Admin Assoc) Board Meeting
December 3 <sup>rd</sup>	911 special board meeting
	Lovelight Trees Program

**CIVIL COUNSEL REPORT - L. WILLIAM SMITH****BILL GAVE HIS REPORT****BOARD OF COMMISSIONERS:**

- Inherent Powers
- Attend meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- County Connection
  - FY 2015 Section 5311 Operating Formula Grants
  - MDOT agreed for 2 Cors Stations for GPS tracking
- Fair Board
  - Midland County Agricultural & Horticultural Society (openness of corporation continuation)
- Volunteers for Recycling
  - Volunteers for Recycling Purchase of Services Agreement

**DRAIN COMMISSION:**

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

**EQUALIZATION:**

- Land owner 'trespass' issue

**FINANCE DEPARTMENT:**

- MEDCOM Affordable Care Act Services
- Midland Tomorrow
  - Midland Tomorrow Agreement for purchases of economic development services

**HEALTH DEPARTMENT:**

- Harold Alexander Site Drinking water request (Sanitary Code Ordinance)

**HUMAN SERVICES:**

- Council on Aging Funding Agreement

**INFORMATION SYSTEMS/GIS:**

- BOSS Business Solutions (Copy Machine Service Agreement)
- Geographic Information System (GIS) and Amalgam LLC, Memorandum of Understanding (MOU) Tri-Cities Cross-Jurisdictional Sharing (CJS) Grant



PARKS AND RECREATION:

- Hatfield Spraying Service - 2016 Aerial Larviciding Service Agreement
- RAIL TRAIL
  - Arbury v MCRC, et al; (receipt motion for summary disposition)

PROBATE COURT:

- Juvenile Care Center - MidMichigan Home Care Contract for Nurse Services and BA

PROSECUTOR:

- Various FOI requests
- Title IV-E Claiming and Title IV-D Claiming agreements

SHERIFF:

- Various FOI requests
- Interact Software - Colossus, Inc.
- Swanson Services Corporation (Termination of Agreements)
- Animal Control
  - Humane Society Lease Agreement

TREASURER:

- Primary Residence Exemption Issue
- Bankruptcy Matters
  - Richard E. Betron, Jr., Debtor - Chapter 13 Bankruptcy (Plan withdrawn)

TRIAL COURT:

- Dean Smith, Debtor - Bankruptcy Matter (Receipt Motion to file Amicus Brief)
- Legal Representation of Indigents Agreement (Michael M> Mishic, P.C.)
- Mingus Mountain Estate residential Center, Inc.

COMMISSIONERS UPDATE ON BOARDS AND COMMISISIONS

COMMISSIONER COMMENTS

NOESEN - NO COMMENT.

KLOHA - NO COMMENT.

BONE - NO COMMENT.

LEIGEB - NO COMMENT.

KEENAN - NO COMMENT.

DORRIEN - CONGRATULATED ALL EMPLOYEES THAT ARE RECEIVING AN AWARD.

GEISLER - NO COMMENT.

10:00 A.M. EMPLOYEE SERVICE AWARDS CEREMONY AWARDS PRESENTED BY - CHAIRMAN MARK BONE AND MIDLAND COUNTY CLERK - ANN MANARY.

Motion by Commissioner Kloha to adjourn.  
Motion carried.

MEETING IS ADJOURNED UNTIL TUESDAY, JANUARY 5, 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.