

JANUARY SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
JANUARY 12, 2016

APPROVED

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

ROLL CALL

MEMBERS PRESENT: 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: KLOHA.

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ADMINISTRATOR/CONTROLLER STAFF REPORT - BRIDGETTE GRANSDEN
BRIDGETTE GAVE HER REPORT.

Jennifer Boyer - New Emergency Management Director introduced herself.
Diane Smith - New MSU Extension Director introduced herself.

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) Tested and confirmed operation of various security devices. All working as they should.
- 2) New boilers are working as expected. Gas consumption is down. Kevin is working to compare degree days... but clearly we are buying less natural gas!

Courthouse (4)- Kevin Beeson

- 1) Santa came and left. No reports of any issues or injuries.
- 2) Transitioned into heating mode without problems.
- 3) Tested and confirmed operation of various security devices. All working as they should.

Jail Update (4)- Kevin Beeson

- 1) As of Monday, January 11th we are currently responsible for 224 inmates. Local Midland County inmate count is 94, while 104 are from the Federal Marshals, 22 from Genesee County, and 4 are from the Michigan Department of Corrections.
- 2) Tested fire pump. Passed annual inspection.
- 3) Filled generator diesel storage tank.
- 4) Took delivery of security glazing glass for inventory. In stock now for quicker cell turnaround.

Juvenile Care Center (4)- Kevin Beeson

- 1) Travis and Ryan have been replacing carpet as time permits. This is from stock that we acquired recently. The building looks like new again!
- 2) We had no issues going into heat mode at the JCC either. This is a testament to our preventive maintenance plan and program that is used year-round. It's a joint effort between our Facilities Staff and our HVAC vendors.

Pinecrest Update (4)- Joe Blewett

- 1) As of Monday, January 11th the current census at Pinecrest is 59.
- 2) Activities: Had a very well attended Christmas party in December, live music, outings. Creative 360 classes starting soon.
- 3) Facilities:
 - Snow removal taking place
 - Conducted semi-annual inspection – working with maintenance
 - Travis went through the entire building doing minor repairs and paint touchups. We do this about twice each year to keep the building looking great
 - Upgraded two water heaters serving kitchen. Kept old units for parts that fit the other 6 units
- 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 active participants. (1, 2, 3, 4)
- 3) Coordinated in-patient substance abuse treatment for 19 individuals since October, 2015, with 3 more pending placement. Nine were placed in December. (1, 2, 3)
- 4) Community Service has 12 new referrals for the month of December. (2, 3, 4)
- 5) Tri-Cap numbers have remained steady. We currently have 11 residents housed there. (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. We are actively looking for new participants. (1, 2, 3, 4)
- 7) Coordinated hospitalization, with the assistance of CMH staff and jail transport, for two individuals to be stabilized in White Pine Psychiatric Facility in Saginaw. (1, 2, 3,)

Emergency Management- Jenifler Boyer

- 1) Hosted the Region 3 Homeland Security Board Meeting. (1, 2, 3)
- 2) Met with Fire Chiefs from Coleman, Jerome Township and City of Midland to introduce new Emergency Management Coordinator and discuss any emergency management issues. (2)
- 3) Obtained an orientation to the County Emergency Operations Plan, the Hazard Mitigation Plan and River Assessment Procedures. (3, 4)
- 4) Obtained an orientation to current grant projects and documents along with various other files and department activities. (1, 2, 4)
- 5) Met with the following agencies to introduce new Emergency Management Coordinator and review current policy and procedures related to emergency response within the county. (1, 2, 3)
 - i. Midland County 911
 - ii. Midland Health Department, Emergency Preparedness Coordinator
 - iii. City of Midland Staff
 - iv. Dow Chemical

- 6) Obtained an orientation of the Emergency Operations Center equipment and capabilities. (2, 3)
- 7) Completed FY2016 EMPG 1st qtr report. (1)
- 8) Sent notification out to all EOC members to introduce new Emergency Management Coordinator and supply contact information. (2, 3)

Equalization- Mary Cornell

- 1) Statutory studies have been completed and forwarded to the Assessor of each township/city and also to the Dept of Treasury.
- 2) December Board of Review actions have been reviewed and input to the county data. The changes in the dates of the Principal Residence Exemption continue to cause confusion in regard to applying the "winter PRE" status to parcels.
- 3) The project to convert classification codes to meet a voluntary state-wide standard has been completed. The data update has been offered to the local assessors. A couple had done the conversion prior and a few more have requested the county data for update. Mary will work with the remainder to try to get the transition completed. (3, 4)
- 4) Each of the equalization staff will be taking a 1/2 day course in January to help prepare us for the new personal property laws and how to determine the eligibility of the exemption for manufacturing personal property. (1, 2, 4) Mary is committed to creating an informational and easier to read accounting of the personal property values that can be used by the school district finance officer to assist them in completing the requirement to apply for reimbursement through the essential services assessment (State). The value documentation will be available on the website in future years.

Finance/Budget/Administration Update- Tori Meyer

- 1) The I.R.S. has extended the deadline for issuing 1095-Cs to our employees from February 1st to March 31st. As a result, they are no longer requiring that the 1095-C be filed with your tax return for the 2015 tax return. The I.R.S. is recommending that tax payers retain the 1095-C on file. (2)

GIS- Chris Cantrell

- 1) Imagery update: Delivery came this week and will be available in the next few days. (3, 4)
- 2) Still working through a database versioning issue with Central Dispatch. Our data is not properly importing into their software. Central Dispatch IT Director has been working with their vendor (Logisys) and Chris has been in contact with our vendor (esri) multiple times in trying to resolve this. It will be corrected as soon as we can figure out what the cause is. (3)
- 3) We have done some various mapping projects for some of our partnering townships such as updated road maps and tax maps. (2)
- 4) Environmental Health app is on schedule. The base/core viewer is complete with most tools near final functionality; these will need to be finalized after the data model is complete. We plan to begin scheduling meetings to look at data soon. (3, 4)

Health Department- Mike Krecek

- 1) Administration – Health administrators are discussing priorities and goals for 2016 and beyond. Further information will be available by February 1st. (1, 4)
- 2) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
 - Confirmed cases of influenza remain low thus far. (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)
- 3) Vaccination Clinics
 - Flu Clinics – All clinics are completed but we continue to vaccinate by appointment. (3, 4)
- 4) Community Education/Involvement –
 - The Department will be participating in Kid's Day at the Mall on January 23rd. (2, 3)
 - 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. We still wait for scheduling of safety training that is being planned by BAYANET for staff that may be in contact with 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. (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) Community Health Improvement Plan (CHIP) – Local agencies/partners have completed 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. A community kick-off is planned for January 27th in the atrium of the County Services Building. (2, 3)
- 7) Staffing – The Department is in process of working with Human Resources to fill a vacant part time Nurse Practitioner position (.3 FTE) in the Clinic. (3)
- 8) 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)
 - January is Radon Awareness month. Radon is a cancer causing gas naturally occurring in some soil. Free testing kits with instructions are available at the Department. (2, 4)
 - Our neighbor to the south, Genesee County (Flint), is experiencing some major issues regarding quality of their municipal water supply. The Michigan Department of Environmental Quality and the Michigan Department of Health and Human Services are involved. (2)

Human Resources- Suzanne Ault

- 1) Vacant positions include:
 - On-call Universal Workers and On Call Nursing Supervisors at Pinecrest
 - Court Officer at District Court
 - Part time Victims Right Clerk and IV-D Clerical Assistant at Prosecuting Attorney's Office (3)
 - On Call Youth Development Worker at JCC
- 2) Jeniffer Boyer has been hired as the Emergency Manger replacing Roger Garner effective December 17th. Roger's last official date with Midland County was December 31, 2015. (3) Thank you to those who attended his retirement party!
- 3) The Human Resources Office has begun labor negotiations. The Teamsters union has ratified and the Board has approved their contract. (3)

Information Technology- Brian Nichols

- 1) Implemented the new Information Security Standards and Procedures. (1, 2, 3, 4).
- 2) Worked with the Treasurer to help prepare for the new scanned documents that are due to be delivered in December /January. (2, 3, 4).
- 3) Continued to work on the project of migrating Parks and Recreation from wireless connection to fiber connection on MCoNet. (1, 2, 3, 4).
- 4) Continues to replace PCs in the normal cyclical rotation. (2, 3, 4).
- 5) Continued to work on HIPAA and CJIS compliance punch list items including firewall and IDS research and configuration. (2, 3, 4).

Mosquito Control- Carl Doud

- 1) We have been assisting GIS to update and prepare latest aerial maps/photos from 2015 flyover. (2, 3, 4)
- 2) Bid opening for 2016 insecticides will occur on January 13th. We will have purchase recommendations to the Board within the month. (1, 3)
- 3) Inventory is being reviewed and orders are being developed for parts and supplies needed in 2016. (1, 3)
- 4) 2015 Annual Report will be sent to Board of Commissioners and our Technical Advisory Committee this month. (2)

MSU Extension- Diane Smith

- 1) **Health and Nutrition Programming:** Melissa Pavlik and Sam Hebert, Health and Nutrition Program Instructors, are beginning the three below nutrition series throughout the Midland community in January:
 - Show Me Nutrition series geared toward youth held at Greater Midland Family Center, Bullock Creek Pre-School, and the Sanford Early Childcare Center
 - Cooking Matters for the Child Care Professionals held at the MSU Extension Learning Center
 - Eat Healthy, Be Active series held at the Grace A. Dow Memorial Library
- 2) **New MSU Extension District Coordinator for Midland County:** MSU Extension Director's Office is pleased to announce that Diane Smith has been chosen as the new District 9 Coordinator. Diane succeeds Deanna East, who took a new position as associate state leader in our Health and Nutrition Institute back in October. Diane officially begins her new role on January 4, 2016. She has a history of outstanding service and leadership experience that makes her an ideal candidate for the District 9 Coordinator position. MSU Extension has experienced the quality of her administrative leadership first hand through her participation in their internship program and look forward to the meaningful impact that she will have in District 9 and the organization as a whole. As District Coordinator, Diane will build relationships with decision makers and partners, procure resources and support for statewide initiatives, mentor and encourage Extension staff in development of programming, and participate in the MSU Extension administrative leadership team. Highlights of her experience include her participation in the MSU Extension District Coordinator Internship Program, her work as an Innovation Counselor at the MSU Product Center, and her time as an MSU Extension Community and Economic Development Educator. Diane received her bachelor of science in psychology and elementary teaching certification from Central Michigan University, and her Master of Science in community and economic interdisciplinary studies from Iowa State University of Science and Technology.
- 3) **The Michigan Bean and Beet Symposium and Trade Show:** Scheduled for **Tuesday, January 19th, 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.

- 4) **4-H Winterfest:** Taking place at the Kettunen Center on February 6-7, 2016. 4-H Winterfest is a hands-on educational program that is open to youth ages 8 to 12 years old as of January 1st, 2016. Youth spend two days learning about many different project areas while meeting youth from around the state. Winterfest offers participants an opportunity to experience Kettunen Center in an overnight camp setting. Youth participate in hands-on sessions that range from crafts to shooting sports. Winterfest is also an opportunity to spend time outdoors enjoying all that Michigan winters have to offer! Participants enjoy outdoor time sledding/tubing, snow shoeing, and cross-country skiing and also learn from experts from around the state about many different topics.

Parks and Recreation- John Schmude

- 1) A mandatory pre-bid meeting for the boiler replacement at the Sanford Lake shop/office is planned for January 20th and bid opening on January 27th. (4)
- 2) The conduit (park property portion only) for the fiber cable installation at Sanford Lake Park was completed on January 6th. (1, 2, 3, 4)
- 3) The Friends of Pere Marquette Rail Trail have approved funding for installation of two message boards at the Averill and Duck Hunters trailheads at a cost of \$1,600. (1, 2)
- 4) An Adopt-a- Tree program was approved by the Parks Commission. (1, 3, 4)
- 5) Aside from ongoing parks maintenance, additional work included installation of park boundary signage at the Edenville park property, removal of downed trees after heavy winds at Pine Haven, Pere Marquette Rail Trail, and disc golf course at Sanford Lake Park, and the parking lot at Pine Haven was finger raked. (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 delivered numerous Christmas gifts to clients and made home-visits to check on their wellbeing. Many thanks to those who contributed to the Sharing Tree Program. (2, 3, 4)
- 5) We were appointed three new cases in December. (2, 3, 4)
- 6) Completed annual accountings and reports of guardian for probate. (1, 4)

Survey and Remonumentation

- 1) 2016 grant application was completed and submitted last month. We will be remonumenting 39 corners this year. We will also have an additional 31 corners completed by the MDNR which will not use any of our grant funds. (4)

Veteran's Services- Ross Ahlich

- 1) Continue work on core services. (2, 3)
Summary of veteran core services in year ending 2015:
 - Midland County Veterans Service Office: Provided/Produced over 2,000 VA Forms that were submitted to Veteran Affairs Detroit Regional Office in support of veteran benefits for Midland County residents. And approximately over 2,700 phone calls concerning VA Benefits were received and answered.

- Midland County Veterans Office External Functions-Coordinated, Planned, Organized, Resourced and Executed: The American Legion Post 165 Midland Memorial Day Parade, VFW Veterans Day Ceremony, and The American Legion Post 165 ordering and delivering of 45 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 over 18 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 66 veteran funerals for year 2015. Ross was honored to participate in over 20 of these funerals.
 - Midland County Committee Michigan Veterans Trust Fund in 2015- invested \$25,628.27 in helping veterans and dependents with emergent needs or hardships.
- 2) Begin prep work on the Memorial Day parade. Already receiving phone calls. (2, 3)
 - 3) Continue to seek improvement in all aspects of VA Benefits for Midland County Veterans and Dependents. (1, 2, 3, 4)
 - 4) **Attend Monthly informational/Communication meetings at the Saginaw VA Medical Center.**

Information Only

Meetings Attended:

<i>December 9th</i>	<i>Chamber Special meeting with Governance Committee</i>
<i>December 16th</i>	<i>Phone Interview with Ann Williams WSGW—year in review</i>
<i>December 17th</i>	<i>Community Success Panel</i>
	<i>Community Foundation Impact Grant Committee</i>

CIVIL COUNSEL REPORT - L. WILLIAM SMITH

BILL GAVE HIS REPORT

BOARD OF COMMISSIONERS:

- Resolution 2015-2016 Senate bills 437 438 12.14.15 (Dow)
- Michigan Municipal Risk Management Authority-Coverage Proposal
- Maximus Consulting Services Agreement
- Attend Meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting

DRAIN COMMISSION:

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

EMERGENCY SERVICES:

- Emergency Management Performance Grant (EMPG)

HEALTH DEPARTMENT:

- Harold Alexander Site Drinking water request (Sanitary Code Ordinance) proposed
- MDEQ-Midland County Department of Public Health Grant Agreement FY 2015-2016 - 1st Amendment
- Northeast Michigan Community Service Agency Service Agreement

HUMAN SERVICES:

- Negotiation process and certain negotiation issues
- FOIA Request - Midland Correction Deputies Association

INFORMATION SYSTEMS/GIS:

- BOSS Business Solutions (Copy Machine Service Agreement)-revision

PARKS AND RECREATION:

- Edenville park property survey (5 encroachments)
- RAIL TRAIL
 - Arbury v MCRC, et al; (agreement to keep the road private with mutual easements)

PROBATE COURT:

- Juvenile Care Center - Evens Time Hardware and Software Maintenance Agreements

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- JAIL FACILITY
 - Jail - Michigan Municipal Risk Management Authority notification (Selley Complaint)
 - FOIA - Jail Revenues & Expenditures
 - Jail staffing plan
 - Jail incident (FOI requests)

TRIAL COURT:

- Dean Smith, Debtor - Bankruptcy Matter (Receipt Appellee Brief)
- Legal Representation of Indigents Agreement - (Michael M. Mishic, P.C.)

COMMISSIONERS UPDATE ON BOARDS AND COMMISISONS

COMMISSIONER COMMENTS

LEIGEB - NEED TO HAVE A LOOK AT THINGS AND USE GOOD COMMON SENSE.

KEENAN - SPOKE REGARDING A MEETING HE ATTENDED WITH A GROUP OF SENIORS.

DORRIEN - NO COMMENT.

NOESEN - HE WAS A GUEST SPEAKER AND WAS

KEENAN - NO COMMENT.

DORRIEN - CONGRATULATED ALL EMPLOYEES THAT ARE RECEIVING AN AWARD.

GEISLER - NO COMMENT.

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

MEETING IS ADJOURNED UNTIL TUESDAY, FEBRUARY 2, 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.