

FEBRUARY SESSION
MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
FEBRUARY 14, 2017

APPROVED

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

ROLL CALL

MEMBERS PRESENT: BONE, GLASER, TERWILLEGAR, GEISLER, DORRIEN, NOESEN,
BRIDGETTE GRANSDEN, ADMINISTRATOR/CONTROLLER; L. WILLIAM
SMITH, CIVIL COUNSEL; ANN MANARY, COUNTY CLERK.

MEMBERS ABSENT: SNYDER.

Marisa Boulton introduced Jason Furst new Michigan Department of Corrections Supervisor.

ADMINISTRATOR/CONTROLLER STAFF REPORT

BRIDGETEE 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) Carpet and paint completed in Register of Deed's Office.
- 2) New panel with new caps bases and power were installed.
- 3) Returned computer training room to normal after the temporary moves.

Courthouse (4)- Kevin Beeson

- 1) Office relocation work continues.
- 2) Security access and camera plans are in review now.
- 3) Sample LED office lighting has been installed in three areas.
- 4) Electrical power panels have been located and tested for final design.
- 5) MCoNet fiber needs to be moved; a solution has been found and is in progress.

Jail Update (4)- Kevin Beeson

- 1) As of Monday, January 13th we are currently responsible for 204 inmates. Local Midland County inmate count is 115, while 85 are from the Federal Marshals and 4 from Genesee County.
- 2) Generator repair is complete everything works as it should. Total insurance claim was approximately \$107,000. All claims have been submitted to MMRMA for reimbursement.

Juvenile Care Center (4)- Kevin Beeson

- 1) Routine repairs throughout the month.

Pinecrest Update (4)- Joe Blewett

- 1) As of Monday, January 13th the current census at Pinecrest is 60 – full capacity. 2 admits, 2 discharged last 30 days. Short waiting list.
- 2) Resident celebrated 100th birthday at Pinecrest on January 23rd. Fun party, well attended, article in the MDN 1/24/17.
- 3) Activities: Activity Director selected and hoping to start by the end of February.
 - ✓ Will create daily, weekly and quarterly calendar of events
- 4) First DHS meeting with new commissioner Steve Glaser. Commissioner Snyder toured facility 2/7/17.
- 5) Received nearly \$8,000 in United Way Sharing Tree donations for residents for Christmas.
- 6) Housing and Facilities update:
 - Repairs were made to door access system.
 - Replaced a water mixing valve that was causing occasional loss of hot water.
 - Replaced two failed water heaters.

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 18 active participants with two referrals pending. Since November 2010 there have been 37 graduates. (1, 2, 3, 4)
- 3) Coordinated in-patient and out-patient substance abuse treatment for 42 individuals since October 1, 2016. (27 in 2016) (1, 2, 3)
- 4) Community Service referrals total 42 for the since October 1st. (55 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. We have had two successful graduates from the OSP. This has resulted in 1,443 jail bed days saved for the County. Attended a Tri-Cap Board meeting. (1, 2, 3, 4)
- 6) The MiHOPE program currently has 31 participants with three being considered for enrollment. Marisa continues to meet with Judge Carras, new Case manager Jenna Easlick 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) Jail diversion meeting was held at the jail to discuss the possibility of having a portion of the City police and County deputies trained in the Memphis Model for Crisis Intervention. We are in the beginning stages and are exploring cost and possible grants to apply for. Marisa and Gina Latty from CMH are also meeting bi-weekly to work on updating the First Responder's Guide for Behavioral Interventions. (1, 2, 3, 4)
- 8) Attended the Saginaw Region Offender Success meeting, formally Prisoner Re-entry at the Freeland Prison. (1, 2, 3, 4)

- 9) **Attended a Pre-Trial training in Lansing with Commissioner Terwilligar. There was good presentation on current pre-trial movements across the nation. Grant coordinator Molly Maynard will be here next week to discuss pre-trial options with me and Judge Beale. (1, 2, 3, 4)**

Emergency Management- Jenifier Boyer

- 1) **Continue working on updating the City/County Emergency Operations Plan. Presented overview of document to City Council. (1, 2, 3, 4)**
- 2) **Worked on project to present flood insurance reform changes to Village of Sanford. (2, 4)**
- 3) **Scheduled training for EOC staff members. (1, 3, 4)**
- 4) **Began planning for this year's exercise with Dow. (1, 2, 3, 4)**
- 5) **Met with the following agencies within the community regarding emergency planning and operations: County GIS, Dow Chemical Public Affairs. (1, 2, 3, 4)**
- 6) **Jenifier is currently participating in Midland Citizen's Academy. (2, 3)**
- 7) **Continue working on Regional Hazard Assessment Process and Strategy Review. (1, 2, 4)**

Equalization- Mary Cornell

- 1) **All department staff are working on receipt and review of local assessment data prior to printing of the Assessment Change Notices. The staff performs multi-point review of each township's data for update/accuracy of a number of items including transfers, application of exemptions, review of new or loss from individual parcels, review of "Headlee" calculations related to taxable value, review of building permits, etc. The department will forward all completed roll information to a contracted printing company for printing and mailing of the notices. The date of notice mailing is set for February 17th at latest to ensure the property owners receive the notice at least 2 weeks or more prior to the start of the board of review.**

Finance/Budget/Administration Update- Tori Meyer/Bridgette

- 1) **General Fund Expenditures for the month of December were \$2.6 million. General Fund Revenue was \$2.3 million. Year-to-Date, expenses were \$31.4 million and revenue was \$30.1 million. (1, 2)**
- 2) **Financial software vendor demonstrations have begun. (1, 2, 3)**
- 3) **We will once again be doing an insert for the MDN...."County Services Directory." Estimated publication date is March 25th. Email will be sent this week to all non internal service departments with a request to update their articles. Articles and photos will be due March 1st to the Administrator/Controller. (2, 3)**
- 4) **Tori and I have been asked to sit on the Michigan Association of Counties (MAC) workgroup related to Pension and OPEB reform. Steve Currie, Director of MAC has been appointed to the Governor's task force related to this topic. Our first meeting was February 8th and was a productive discussion. (1, 3)**
- 5) **Dates have been set for 2017 Countywide Managers Meetings. I will be sending email invitations by the end of the week so people can reserve the dates and times on their calendars. (2)**

- 6) I was asked to be part of a local government panel by the League of Women Voters along with Jon Lynch, and Laura Grubaugh (Jerome Twp). Discussion and presentation was well received. (2)
- 7) On February 3rd, I was elected to the board of the Michigan Municipal Executives (formerly Michigan Local Government Managers Association). (2, 3)

GIS- Chris Cantrell

- 1) Working on a new phase with the Environmental Health application. In addition to past updates, the plan also includes mapping out features (septic tanks/fields etc) in GIS data format to create a rich and effective information retrieval system for existing septic systems in the county. (3)
- 2) Continue to assist the Road Commission. (2, 3)
- 3) Updated data/maps for townships. (2)

Health Department- Mike Krecek

- 1) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
 - Cases of influenza are becoming common in our community at this time; influenza is considered “widespread” nationally. We continue to recommend flu shots with appointments available by appointment in our clinic for flu vaccine and other vaccines as needed. (3)
 - We are seeing a significant presence of Norovirus, which spreads easily by person-to-person contact, touching of contaminated surfaces or via food/drink. Several schools and one long-term care facility have reported cases of Noro. Staff are monitoring our community and providing education and clean up criteria. (3)
 - Zika virus cases continue to increase primarily related to travel in Central and South America. Mosquitoes are the primary vector in transmission but males can transmit the disease through sexual contact. Statewide conference calls continue. (3)
- 2) Administration/Finance –
 - The Department has been selected to receive a \$15,000 grant from the Michigan Department of Health and Human Services (MDHHS) for a Maternal and Child Health Needs Assessment. Staff are participating in webinars and are convening a community health assessment kickoff on February 22nd to begin the needs assessment process. This grant is included in the Michigan Department of Health and Human Services (MDHHS) 2nd Amendment to our current grant. As part of the 2nd Amendment, Mike has recommended the Board of Commissioners (BOC) approve the funding. There is no local match requirement. (1)

- The Michigan Department of Health and Human Services (MDHHS) has offered funding to provide Medicaid Elevated Blood Lead Case Management services for lead exposed children throughout Michigan. These services are “nurse” focused and reimbursable once provided. These services are included in the Michigan Department of Health and Human Services (MDHHS) 2nd Amendment to our current grant. As part of the 2nd Amendment, Mike recommends the Board of Commissioners (BOC) approve the funding. (1)
 - The Department has applied for and received approval for a grant from the Food and Drug Administration for \$2,500 to enhance our self-assessment efforts in the food program. We will begin the approval process with the BOC. (1)
 - The Department hired Holly Julian as the new Accountant–Health. She began on January 10th. Welcome Holly! (3)
 - We have conducted interviews for an open Sanitarian position and are ready to make an offer to a candidate. (3)
- 3) Community Education/Involvement –
- There is a heroin summit scheduled for February 16th at 7 p.m., in the Dow Library. Interested parties are encouraged to attend. (2)
 - The Midland County Community Health Improvement Plan (CHIP) priorities continue to be addressed. Priorities are: Healthy Weight, Later in Life Quality, Substance Use Disorders, and Mental Health Services. On January 25, 2017 an annual community update took place, covering progress and challenges. Several commissioners and County officials attended. (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. The Health Officer serves on the Helping Hands Board of Directors. (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 “draft” report. This study sought to identify homes suspected of discharging sewage to the lake. (4)
 - The Household Hazardous Waste (HHW) collection dates for 2017 have been identified. The 1st of four collections in Midland will be on Tuesday April 18th. This is a partnership between the County and the City of Midland, the City provides a location and most of the funding, and the County provides scheduling and staffing services through the Health Department. Discussions have also began regarding having a possible collection in Coleman.

Human Resources- Suzanne Ault

1) Vacant positions include:

- On-call Resident Associates and Nursing Supervisor at Pinecrest.
- Seasonal Mosquito Control and Seasonal Park Rangers.
- Full time Administrative Assistant Board of Commissioners (3)

Information Technology- Interim Director- Chris Cantrell

- 1) Continued to replace PCs in the normal cyclical rotation. (2, 3, 4)
- 2) AT&T completed their portion of the work for the upgrade to our phone and internet services from them on February 9th. (3)
- 3) We are prepping for Courthouse renovations. We are planning network drop locations, how to allocate equipment in the computer closets, meeting with reps for temporary and permanent relocation of equipment, and assisting with the temporary moving of staff. (3)
- 4) Revisiting migrating to paperless agendas for the Board of Commissioners. (3)
- 5) Emergency Operations Center’s (EOC) old laptops have been moved to the back EOC at Homer Township Fire Hall. In doing so it was discovered that there was not any Wi-Fi, so we are going to permanently install the backup Wi-Fi from the LEC’s EOC room. (3)

Mosquito Control- Carl Doud

- 1) Midland County Mosquito Control (MCMC) is preparing the 2017 community outreach plan and preparing for the Technical Advisory Committee meeting on March 1st. (2, 3, 4)
- 2) The foremen will return from seasonal layoff on February 21st. (3)
- 3) MCMC has recently participated in job fairs at SVSU and CMU. (2)
- 4) MCMC staff has attended/supported the Michigan Mosquito Control Association annual conference in Port Huron, MI, February 1-2. (2, 3)

MSU Extension- Diane Smith

4-H Programming – Funded by Local General Fund

- 1) **New Clubs: Two new clubs started this month:**
 - a. **Coleman Cloverbuds, held at Coleman Elementary, began with 11 youth registered. This club will meet twice a month through the rest of the school year due to the late start date.**
 - b. **Sew Creative began the first of three SPIN clubs which meets weekly for 6 weeks serving ages 8-11. A club for older youth is full and will follow this series. Total 18**
- 2) **Recruitment Plans: Friday the 27th, 4-H will be recruiting members, volunteers, and campers at the event called Call of the Wild, held at the North Family Community Center from 4-9.**

Agriculture and Horticulture – All State and Federally Funded

- 1) **Dry Bean and Sugar Beet Symposium: February 24th - at the Horizons Center in Saginaw--annual symposium offers information on improving production, saving money and preventing diseases. This is the largest agriculture trade show in central Michigan. Every year over 1,000 people attend, including farmers in Midland County.**

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.**

Each week, participants will receive take-home food, which they can use at home to practice a recipe they learned in class. Classes held locally include:

- a. **Adults series at the Greater Midland Community Center January 11th- February 15th: 18 Adults**
 - b. **Parents series at Longview Early Childhood Center January 23rd- March 6th : 4 Adults**
 - c. **Teens Kick-Off at ACEA presentation January 19th and starting a series in February: 12 Youth, 1 Adult**
- 2) **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, physical activity and food safety. Classes held locally include:**
 - a. **Pre-K class at Grace Bible Church Head Start: 18 Youth**
 - b. **Pre-K class at West Midland Family Center and Bullock Creek Elementary School: 18 Youth**
 - c. **K-6th classes at Coleman Elementary School: 354 Youth (will start in February due to rescheduling)**

- 3) **The Healthier Child Care Environment (HCCE)** initiative helps childcare providers identify areas for improvement related to nutrition and physical activity policies and environmental practices. Our trained nutrition education coach from MSU Extension works with SNAP-Ed eligible child care providers (unlicensed, licensed, group or family home) for 6 months to guide them through the process and connect them with resources to achieve their goals. An initial meeting was held with providers this month.: 1 Adult, 12-14 Youth
- 4) **Food Safety and Preservation:** Michigan State University Extension offers ServSafe, a national certification program for those working in food service, specifically managers and other leaders. ServSafe teaches about foodborne illness, how to prevent it and how to train employees about the latest food safety issues. The below class was held:
 - a. 8 hour ServSafe Midland County 1-31-17 – 10 people

Parks and Recreation- John Schmude

- 1) Met with the Mid Michigan Risk Management Authority on January 27th to review fishing tournament and Learn to Ski insurance requirements. (1, 3, 4)
- 2) Recently received 13 donations to the Midland Area Community Foundation Midland County Rail Trail Maintenance Endowment Fund. (1, 3, 4)
- 3) Attended a Michigan Department of Natural Resources grant workshop on January 20th. (1, 2, 4)
- 4) Attended the Michigan Recreation and Parks Association Trails Summit on January 31st. (1, 3, 4)
- 5) The ribbon cutting for the Solar System Sculpture Project is scheduled for June 3rd. (1, 2, 4)
- 6) Continued ongoing parks maintenance (1, 2, 3, 4)
- 7) Set up for job fairs (Saginaw Valley State University on January 31st and Central Michigan University on February 8th) and started accepting/reviewing seasonal applications and set up paperwork for returning employees. (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 a clients. (2, 3, 4)
- 6) Our office was appointed guardian for five more clients within the past month. (2, 3, 4)

Veteran's Services- Ross Ahlich

- 1) Continue work on core services. (2, 3)
 - ✓ Very busy with burial benefits, pension claims and coordinating with other agencies to provide service and benefits to veterans or dependents.
- 2) Continue on updating the Veterans Website. (2, 4)
- 3) Started preparation for the Memorial Day Parade. (2, 3)

Information Only

Meetings attended:

January 11th

January 18th

January 24th

January 25th

January 26th

February 1st-3rd

New Commissioner Orientation

*Midland Citizens Academy presentation
(County segment)*

*Leadership Midland Alumni Association
Annual mtg*

Chamber board meeting

Community Health Initiative community mtg

Community Success Panel meeting

*Michigan Municipal Executives Winter
Training*

CIVIL COUNSEL REPORT

ADMINISTRATOR/CONTROLLER'S OFFICE:

- Contact w/Bridgette Gransden re: Open Meetings Act Seminar
- Contact w/Bridgette Gransden re: Personnel matters
- Research re: Elected Officials Compensation; Contact w/ Bridgette Gransden
- Research re: Elected Officials Compensation; Contact w/Bridgette Gransden
- Review County Policies: 101.24, 101.18, 101.20, 602.5
- Telephone/contacts with Bridgette Gransden, Suzanne Ault, and Tori Meyer re: Employee and County Policy/Conflict of Interest Policy; Review material
- Meeting(s) with Bridgette Gransden re: Conflict of Interest Contract
- Receipt and Review copy of correspondence from James Geisler to Chairman and BOC re: approvals and recommendations
- Contact w/ and Prepare correspondence Bridgette Gransden; and Telephone contact w/ Scott Noesen - re: Counseling Contract
- Contacts w/Bridgette Gransden re: Miscellaneous

BOARD OF COMMISSIONERS:

- Attend meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Receive and Review email Suzanne Ault; copy of correspondence/Opinion of Dykema Gossette PLLC re: Conflict of Interest/Former Director of Juvenile Care Center and Board Policy
- Opinion - Juvenile Care Center/Dr. Bratton; Prepare Updated Agreement
- Opinion - Renewal of County Connection Grant and MDOT Master Agreement
- Opinion - Prepare requested additional changes to Agreement between Community Corrections Advisory Board and SMB Probation Center, Tri-County Comm. Adjudication Program
- Opinion - MSU Extension Services Agreement
- Opinion - CPBC Amendment #2/MDHHS
- Opinion - Pinecrest Infirmary; Prepare Updated Lease Agreement with Doug Varner
- Opinion - Mid-Michigan Community Action Agency - Memorandum of Understanding Business Associate Agreement
- Opinion and Prepare Updated Agreement for Midland Tomorrow - Purchase of Services Agreement
- Opinion and Prepare Updated Agreement for Gypsy Moth Aerial Insecticide Spray Agreement w/Hamilton Helicopters, Inc.

- Opinion and Agreement re: SBM Agreement
- Opinion - Ten 16 Recovery Network/42nd Circuit Court
- Opinion - Tax Sharing/County/City/Corridor Improvement Authority
- Opinion - Tax Sharing/County/City/Corridor Development Authority
- Opinion - Maximus Consulting Services/42nd Circuit Court

BUILDING COMMITTEE:

- Building Committee Courthouse Renovations project - Various communications with Kevin Beeson and Spence Bros. re: bid procedure

CLERK:

FREEDOM OF INFORMATION ACT:

- 29 FOIA requests/responses (e-mail communications to/from Administrator/ Controller/Sheriff's dept/PAO)
- FOIA requests; Prepare initial response(s) to Citizens for Transparency

FINANCE:

- Research - Planning Committee; Contact w/Ann Manary and Bridgette Gransden
- Contact w/Tori Meyer re: Terms of Renewal Lease - Pinecrest/Doug Varner

HEALTH DEPARTMENT:

JUVENILE CARE CENTER:

- Telephone contacts w/Michelle Horn re: Juvenile Care Center contract

MOSQUITO CONTROL:

- Prepare Final Copy of 2017 Hatfield Aerial Larvicide Agreement and forward to Carl Doud

PARKS AND RECREATION:

- Receipt and Review correspondence from Attorney Greg Thomas (for OHM) re: Pere Marquette Rail Trail Improvements - forward same to Bridgette Gransden and John Schmude; Telephone contact w/Greg Thomas
- Prepare response to John Schmude re: SME
- Receipt and Review email John Schmude re: request for opinion re: two people sharing road commission slot on the Parks Commission; Prepare Opinion/email response
- Contact w/Jim Duffy re: MMRMA - 2 ½ Mile Rail Trail repair

PROSECUTING ATTORNEY'S OFFICE:

PUBLIC TRANSPORTATION:

- Contact w/Ann Manary re: Road Commission; Research re: Out of Office; Prepare Opinion
- Contact w/Lynn Knapp re: County Connection Review County Connection Master Agreement
- Prepare correspondence re: litigation to Lyn Knapp; Telephone contact and email w/Jim Duffy/MMRMA
- Prepare correspondence to Heather Lynch re: Insurance Claim/County Connection

REGISTER OF DEEDS:

SHERIFF:

- JAIL FACILITY
 - Marden v Midland County; Contacts with Attorney Pat Aseltyne; Contact w/Bridgette Gransden; Contacts w/Chris Cantrell
 - Tyrone Price v Midland County Sheriff's Office

TREASURER:

• **BANKRUPTCY MATTERS**

- Receipt and Review correspondence(s) from Midland County, and copy of Notice(s) of Chap 7 bankruptcy re: Susan Bower and Chap 13 bankruptcy re: Mr. and Mrs. Sian

TRIAL COURT:

- Receipt and Review Notice of Debtor Application for Fees and Costs Reimbursement and Request for hearing - U. S. Bankruptcy Ct re: Beagle; forward same to Bridgette Gransden

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

BONE - NO COMMENT.

GLASER - NO COMMENT.

TERWILLEGAR - NO COMMENT.

DORRIEN - HAPPY VALENTINE'S DAY.

NOESEN - HAPPY VALENTINE'S DAY.

SNYDER - EXCUSED.

GEISLER - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

MOTION BY COMMISSIONER BONE SUPPORTED BY COMMISSIONER DORRIEN TO ADJOURN

Motion carried.

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MEETING IS ADJOURNED UNTIL TUESDAY, FEBRUARY 21, 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.