

## MINUTES

### KALAMAZOO COUNTY BOARD OF COMMISSIONERS COMMITTEE OF THE WHOLE

September 1, 2009

PLACE: Room 207A, County Administration Building

TIME: 4:00 p.m. – 6:35 p.m.

MEMBERS PRESENT: Commissioners Carolyn Alford, Nasim Ansari, Jeff Balkema, Robert Barnard, Deb Buchholtz, Dave Buskirk, Brian Johnson, Dave Maturen, Ann Nieuwenhuis, John Nieuwenhuis, Mike Quinn, John Taylor, Jack Urban, John Zull

MEMBERS ABSENT: Commissioners, Grady Biby, Jeff Heppler, and Frank Thompson

OTHERS PRESENT: Peter Battani, John Faul, Thom Canny, Tina Becker, Tracie Moored, Lisa Bradshaw, Jimyo Ferworn, Tim Snow, Dave Artley, Lotta Jarnefelt, Sheriff Rick Fuller, Undersheriff Paul Matyas, Anne Conn, Jean Michaud, Jo Woods, Mary Balkema, Lisa Thompson, Nigel Crum, Tammy Lahman

Chairperson Buskirk convened the Committee of the Whole at 4:00 p.m.

#### 1. Review of Transfers and Disbursements

Finance Director Tracie Moored stated that claims for September 1, 2009 totaled \$3,451,256.22. Ms. Moored reviewed the transfers and disbursements on page 2.

#### 2. Group Sponsored Medicare Advantage Application with Humana

Ms. Jo Wood reviewed her memo in the packet. She requested Board approval at tonight's Board of Commissioner's meeting to transfer eligible retirees to Humana's Medicare Advantage Program to be effective 1/1/2010.

Commissioner Heppler arrived at 4:05 p.m.

Ms. Jean Michaud stated the Plan Design Team interviewed three prospective vendors to administer this benefit for the County retirees. She stated Humana was the unanimous choice because of their name recognition, their national coverage and network, their health and wellness program, 24-hour nurse line and medical case management.

Discussion ensued.

Commissioner Ann Nieuwenhuis suggested retirees be a part of the Design Team committee. She stated some retirees expressed or felt things were being done to them, instead of with them.

Commissioner Taylor had concerns about the anticipated savings for this transfer. Deputy Administrator John Faul stated they anticipated initially it would be \$50/month and now would be \$33/month.

Commissioner Ansari had concerns if communication was given to the retirees about the change to Humana. Ms. Michaud stated a formal letter was sent out to retirees encouraging them to attend tonight's Board of Commissioners meeting.

Many commissioners were pleased with the preventative program.

#### 3. Personnel Policy 5.16

Ms. Jo Woods requested Board approval at tonight's Board of Commissioners meeting for approve to adoption of revisions to policy 5.16, Benefits for Current Retirees.

Commissioner Johnson had concerns about existing employees being notified this was going on. Ms. Michaud stated a meeting was held with employees as well as posted in the County Connection of the upcoming proposed changes.

#### 4. Wage & Salary Administration Policy 4.0

Deputy Administrator John Faul discussed his memo in the packet and reviewed the summary of the position classification procedure. He stated Administration would be requesting Board approval at tonight's Board of Commissioners meeting for the revised Salary Schedule that utilized the banding concept as well as the revised banding concept's effect on the appeals process. He stated the policy changes would formalize the inclusion of the Finance Department with the Human Resources Department when analyzing position classifications and revising references to pay bands instead of pay ranges.

Commissioner Thompson arrived at 4:33 p.m.

Commissioner Urban had concerns regarding how Administration planned on informing employees of changes. Deputy Administrator John Faul stated managers, supervisors, court administrators and department heads would have that responsibility.

Commissioner Alford had concerns about the banding system and appeal committee process. Corporate Counsel Thom Canny stated the appeals process remained virtually the same. Commissioner Alford also had concerns about the job descriptions not being done at this time. Ms. Jo Woods stated that job descriptions would be part of next year's phase. Commissioner Alford stated this was unacceptable in her opinion.

Discussion ensued.

Commissioner Ansari had concerns about the banding scale being automatic. Deputy Administrator John Faul stated employees would be subject to a yearly performance evaluation.

Commissioner Taylor stated he agreed with the banding system. He had concerns what the banding process would cost the County five years down the road until people are placed in their bands. Administrator Battani stated this was budget neutral.

Commissioner John Nieuwenhuis had concerns about with the state of this economy; why the County would want to increase salaries instead of freeze salaries. Deputy Administrator John Faul stated one of the benefits of the way the policies are being redone is that it is not just on the manager; it would be a team process with HR and Finance.

Discussion ensued.

Commissioner Ann Nieuwenhuis stated she agreed with the concept. She stated she did not agree with the appeal process being stopped at the manager level.

Discussion ensued.

Chair Buskirk stated this item would be removed from tonight's consent agenda at the Board of Commissioners meeting.

#### 5. Brownfield Redevelopment Authority

Mr. Dave Artley requested Board approval to consider the County's Brownfield Redevelopment Plan, Amendment 1, Site #2 at 2700 N Pitcher in Kalamazoo Township. He stated that at the September 15 Board of Commissioners meeting, there would be the prerequisite public hearing related to the amendment of a Brownfield Redevelopment Plan and also to approve the County's amended Brownfield Redevelopment Plan, which contained the addition of Site #2.

Discussion ensued.

#### 6. Southwest Michigan Alliance

Chair Buskirk stated Southwest Michigan Alliance was planning their annual trip to Washington. He stated there were funds enough to allow the Chair, Vice Chair or elected officials to attend.

Commissioner Taylor requested a progress report on what the trip accomplished be made available to the Board.

7. Budget Process

County Administrator stated the Budget Retreat meetings would be held on September 16 and 17 from 5 p.m. to 9 p.m. at the Juvenile Home Multipurpose Room. He stated the Budget meetings would be held on September 29 and October 13 from 4 p.m. to 6 p.m. in the Board Chambers. He also stated the adoption of the budget would take place at the regular meeting on October 20.

8. Evaluations

Chair Buskirk stated the County Administrator and Corporate Counsel performance evaluations were in the packet for Administrator Battani and Corporate Counsel Thom Canny. He stated the Board members needed to fill out the evaluations and return them to Human Resource Director, Jo Woods by September 15, 2009. Chair Buskirk recommended a contract be drawn up for Corporate Counsel. He stated if the Board concurred, he would contact the County's Labor Attorney Kevin McCarthy. He stated Mr. McCarthy and Corporate Counsel Thom Canny would then get together to negotiate a contract that would be brought before the Board for approval.

9. Pension Lump Sum Discussion

Ms. Tracie Moored reviewed her memo in the packet. She stated the County's Retirement System was currently sound and sustainable. She stated Administration recommended eliminating the Lump Sum benefit option in the County's defined benefit option in the County's defined benefit plan for all new members eligible to enroll in the system on or after October 1, 2009.

Disussion ensued.

10. Executive Session

Commissioner Quinn moved and it was duly seconded that the Board of Commissioners functioning as a Committee of the Whole, go into closed session pursuant to Section 8 (c) of the Open Meetings Act for the purpose of discussing issues related to the County's labor negotiations.

The roll call vote was as follows:

Ayes:	All members present
Nays:	None
Abstains:	None
Absent:	Commissioner Grady Biby

The motion carried and the Board moved into executive session at 6:09 p.m. and returned to regular session at 6:35 p.m.

11. Adjournment

There being no further business to come before the Board, Chair Buskirk adjourned the meeting at 6:35 p.m.

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David Buskirk, Chair  
Kalamazoo County Board of Commissioners