

MINUTES

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

DECEMBER 2, 2014

ITEM 1 Call to Order: The Regular Meeting of the Board of Commissioners was called to order by Acting Chairperson Heppler, at 7:00 pm in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on December 2, 2014.

ITEM 2 Invocation: Commissioner Jeff Heppler.

ITEM 3 Pledge of Allegiance: Commissioner Heppler led the Pledge of Allegiance.

ITEM 4 Roll Call: Commissioners Carolyn Alford, , Jeff Heppler, Brandt Iden, Julie Rogers, Michael Seals, Phil Stinchcomb, John Taylor, and Roger Tuinier.

Members Absent: Commissioners Dave Buskirk, Dave Maturen, and John Zull.

Administrators Present: John Faul, Interim County Administrator; Tracie Moored, Finance Director; Thom Canny, Corporate Counsel; Lisa Bradshaw, Deputy Finance Director; Timothy A. Snow, County Clerk; Dina Sutton, Office Manager.

ITEM 5 Approval of Minutes:

Commissioner Seals moved and it was duly seconded that the Minutes of the November 18, 2014, Board meeting be approved as distributed.

There being no discussion, the motion carried by a voice vote.

ITEM 6 Communications:

Commissioner Iden presented the following communications which are on file in the Administrative Services Office unless otherwise noted:

- a) A Resolution from Bay County supporting HR 5078.
- b) A Resolution from Bay County supporting S2729 and HR4319.
- c) A Resolution from Bay County opposing HB5886.

ITEM 7 Citizens' Time

Acting Chairperson Heppler stated that Citizens' Time was when any citizen could address the Board on a non-agenda item. He said anyone wishing to address the Board on a non-agenda item should come to the podium, give their name and address, and limit their remarks to four minutes. He said if anyone would like to speak about an item that was on the consent agenda, they could ask that it be removed from the consent agenda at this time or he would provide an opportunity just prior to that section of the agenda.

Ms. Monica Westover, Kalamazoo, addressed the Board on various issues; particularly her criminal record.

Mr. Nic Westover, Kalamazoo, addressed the Board to look into Ms. Westover's criminal record.

ITEM 8 For Consideration

A. Discover Kalamazoo Presentation – Greg Ayers

Mr. Greg Ayers, President of Discover Kalamazoo presented a power point presentation.

Acting Chairman Heppler thanked Mr. Ayers for his presentation.

Commissioner Rogers thanked Mr. Ayers for his presentation and was pleased that more revenue was coming into the County. She also thanked Mr. Ayers and Discover Kalamazoo for working with the County on the new Management Agreement.

Commissioner Iden stated next week would probably be his last official business with Discover Kalamazoo and he stated over the last four years he truly enjoyed being involved.

Commissioner Seals thanked Mr. Ayers for his work on the kiosk survey that was done at the Airport and appreciated his willingness to work with not only the Board but other Boards.

Commissioner Tuinier thanked Mr. Ayers for his presentation. He stated there were a lot of things to do in Kalamazoo County and he thanked Discover Kalamazoo for their promotion of Kalamazoo County.

CONSENT AGENDA

Animal Services

B. Request for Approval to Apply for the 2015 Michigan Animal Welfare Grant

That the appropriate County officials be authorized and directed to apply for the 2015 Michigan Animal Welfare Grant for spay/neutering of animals in the amount of \$10,000 for the period of January 1, 2015 through December 31, 2015; a copy of said Grant to be attached to the official Minutes of this meeting.

Circuit Court

C. Request for Approval of Elimination/Creation of Positions (Grant Funds)

That the Board of Commissioners approve the elimination/creation of the following positions:

CREATE

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10217-001	Administrative Assistant	k04	8,666.67-11,703.47	.33	240-140-704.00
			8,666.67-11,703.47	.33	242-140-704.00
			8,666.66-11,703.46	.34	249-140-704.00

ELIMINATE

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10217-001	Administrative Assistant	k04	13,000-17,555.20	.5	240-140-704.00
10217-001	Administrative Assistant	k04	13,000-17,555.20	.5	242-140-704.00

District Court

D. Request for Approval of an Agreement with Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) for Mental Health Recovery Court Program

That the appropriate County officials be authorized and directed to execute an Agreement with KCHMSAS for Mental Health Recovery Court Program in the amount of \$105,600.11 for the period of October 1, 2014 through September 30, 2015; a copy of said Agreement to be attached to the official Minutes of this meeting.

Finance

E. Request for Approval of Addendum #6 to the Master Service Agreement with Ricoh

That the appropriate County officials be authorized and directed to execute Addendum #6 to the Master Service Agreement with Ricoh to revise the base monthly minimum fee to \$8,131.97 for the period of January 1, 2015 through December 31, 2015; a copy of said Addendum #6 to be attached to the official Minutes of this meeting.

F. Request for Approval of an Agreement with Staples for Office Supplies

That the appropriate County officials be authorized and directed to execute an Agreement with Staples for Office Supplies for the period of January 1, 2015 through December 31, 2017; a copy of said Agreement to be attached to the official Minutes of this meeting.

Health & Community Services

G. Request for Approval of Amendment to Provider of Service Agreement with Senior Services

That the appropriate County officials be authorized and directed to execute an Amendment to Provider of Service Agreement with Senior Services for various services, the amendment covers the original agreement period dated October 1, 2013 and ending September 30, 2016, for services provided October 1, 2014 through September 30, 2015; a copy of said Amendment to be attached to the official Minutes of this meeting.

H. Request for Approval of Amendment #1 with Michigan Medicare/Medicaid Assistance Program (MMAP) for the State Health Insurance Assistance Program (SHIP)

That the appropriate County officials be authorized and directed to execute Amendment #1 with MMAP to support the State Health Insurance Assistance Program in the amount of \$16,957 for

the period of April 1, 2014 through March 31, 2015; a copy of said Amendment #1 to be attached to the official Minutes of this meeting.

I. Request for Approval of 2014/2015 Comprehensive Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH)

That the appropriate County officials be authorized and directed to execute 2014/2015 CPBC Agreement with MDCH in the amount of 43,580,103 for the period of October 1, 2014 through September 30, 2015; a copy of said Agreement to be attached to the official Minutes of this meeting.

J. Request for Approval of an Amendment to Addendum Letter of Renewal for 2014-2015 Sublease with Kalamazoo Community Mental Health

That the appropriate County officials be authorized and directed to execute Amendment to Addendum Letter of Renewal for 2014-2015 Sublease with Kalamazoo Community Mental Health for office space in the amount of \$11,841/month for the period of October 1, 2014 through September 30, 2015; a copy of said Amendment to be attached to the official Minutes of this meeting.

K. Request for Approval of a Business Associate Agreement with Adams Remco Professional Services

That the appropriate County officials be authorized and directed to execute a Business Associate Agreement with Adams Remco Professional Services for the paperless document retention systems used by HCS effective November 1, 2014; a copy of said Agreement to be attached to the official Minutes of this meeting.

L. Request for Approval of Partnership Agreement & Business Associate Agreement with Communities In Schools (CIS)

That the appropriate County officials be authorized and directed to execute a Partnership Agreement & Business Associate Agreement with CIS to coordinate services such as dental, hearing, and vision screenings effective September 3, 2014 with automatic annual renewals; a copy of said Agreements to be attached to the official Minutes of this meeting.

M. Request for Approval of a Breast and Cervical Cancer Control Program (BCCCP) Updated & Renewed Agreement and Business Associate Agreement with Advanced Radiology Services PC

That the appropriate County officials be authorized and directed to execute BCCCP Updated & Renewed Agreement & Business Associate Agreement with Advanced Radiology Services PC effective January 1, 2015 with automatic annual renewals; a copy of said Agreements to be attached to the official Minutes of this meeting.

N. Request for Approval of Creation of Position in Region IIIA Area Agency on Aging (Grant Funds)

That the Board of Commissioners approve the creation of the following position:

Create:

Account#	Position/#	Grade	FTE	Pay Range	Effective
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Chm Initial _____

Clk Initial _____

29556

690-005 Social Worker K7 0.1 16.94-22.87 12/2/2014
#10743-011

O. Request for Approval of Elimination/Creation of Positions (General Funds)

That the Board of Commissioners approve the elimination/creation of the following positions:

Eliminate:

<u>Account:</u>	<u>Position #</u>	<u>FTE</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective Date</u>
221-201	Epidemiologist #10317-001	1.0	K10	\$48,776-\$65,832	1/1/15
221-201	Claims Analyst #10133-001	1.0	K5	\$29,203-\$39,416	1/1/15

Create:

<u>Account:</u>	<u>Position #</u>	<u>FTE</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective Date</u>
101-613	Epidemiologist #10317-001	1.0	K10	\$48,776-\$65,832	1/1/15
101-613	Claims Analyst #10133-001	1.0	K5	\$29,203-\$39,416	1/1/15

Human Resources

P. Request for Approval of Workers Compensation Excess Coverage Agreement with Safety National

That the appropriate County officials be authorized and directed to execute Workers Compensation Excess Coverage Agreement with Safety National in the amount of \$77,198 for 2015 for the period of January 1, 2015 through December 31, 2016; a copy of said Agreement to be attached to the official Minutes of this meeting.

Michigan Works!

Q. Request for Approval of Workforce Investment Act (WIA) Local Area Waiver for Sliding Scale Reimbursement for On-The-Job (OTJ) Training, 13-04 c2

That the appropriate County officials be authorized and directed to execute WIA Local Area Waiver for Sliding Scale Reimbursement for On-The-Job Training, 13-04 c2 for the period of July 1, 2013 through June 30, 2016; a copy of said Plan to be attached to the official Minutes of this meeting.

Prosecuting Attorney

R. Request for Approval of Byrne Justice Assistance Grant (JAG) Program Subcontract for FY 2014-2015 with the Michigan Department of State Police

That the appropriate County officials be authorized and directed to execute Byrne JAG Program Subcontract for FY 2014-2015 with the Michigan Department of State Police in the amount of \$39,558 for the period of October 1, 2014 through September 30, 2015; a copy of said Subcontract to be attached to the official Minutes of this meeting.

Sheriff

S. Request for Approval to Allocate Wireless Emergency Funds for Fire Radio Tower in Schoolcraft

That the Board of Commissioners authorize the allocation of Wireless Emergency Funds for a Fire Radio Tower in Schoolcraft.

T. Request for Approval of a License Agreement with PNC Bank for Placement of ATM at Sheriff's Office

That the appropriate County officials be authorized and directed to execute a License Agreement with PNC Bank for placement of ATM at Sheriff's Office; a copy of said Agreement to be attached to the official Minutes of this meeting.

U. Request for Approval to Transfer Morgue Equipment to Western Michigan University Homer Stryker, M.D. School of Medicine

That the Board of Commissioners approve the transfer of Morgue Equipment to Western Michigan University Homer Stryker, M.D. School of Medicine.

Board of Commissioners

V. Request for Approval of Transfers and Disbursements

That the Board of Commissioners approve the Transfers and Disbursements as defined and set forth in the document entitled, "Recommended Transfers and Disbursements, dated December 2, 2014", noting claims in the total amount of \$1,715,493.41, be approved; that the County Clerk be authorized to certify to the County Treasurer that the Board has approved on this date the disbursements in the list dated December 2, 2014, and the Director of Finance be authorized to make budgetary transfers, as listed.

W. Request for Approval to Release RFP for Executive Search Firms - Administrator Recruitment

That the Board of Commissioners Release RFP for Executive Search Firms – Administrator Recruitment.

Commissioner Iden moved and it was duly seconded that Items B. through W. be voted on at one time by a roll call vote and be considered as a consent agenda by the Board.

The roll call vote was as follows:

Ayes:	All members present
Nays:	None
Abstains:	None
Absent:	Commissioners Buskirk, Maturen, Zull

The motion carried.

NON-CONSENT AGENDA ITEMS

The following Items are Non-Consent Agenda Items and will be voted on individually.

ITEM 9 Old Business

There was no old business.

ITEM 10 New Business

Commissioner Seals stated due to the increased workload and responsibility during the County Administrator search he moved and it was duly seconded that the Board appoint two commissioners to meet with the County Finance Department to provide options for compensation bonuses for Thom Canny and Dina Sutton and provide those options to the Board at the next County Commissioner meeting on December 16.

Commissioner Taylor stated this motion gave the Board options and a time line for the Board to consider and chose the best option.

Commissioner Iden stated he wasn't against hearing a proposal but would like to know how those two Commissioners were going to be chosen.

Discussion ensued.

Commissioner Iden made a friendly amendment to the motion that the two commissioners be selected by the Chair and Vice Chairman.

Commissioner Stinchcomb stated he was also concerned with how the two commissioners be selected especially since the Chair and Vice Chair was not present at tonight's meeting.

Commissioner Rogers stated she had concerns with the process and wanted to know where the money would come from to fund these compensations.

Commissioner Seals stated the reason why he made the motion was to meet with Finance to see if there were monies available and what would be appropriate and to make a recommendation to the Board.

Discussion ensued.

Commissioner Stinchcomb stated he would not support this motion and suggested Ms. Moored look into the issue and put together some options and recommendations for the Board at their next meeting.

Commissioner Seals withdrew his motion and friendly amendment and Commissioner Alford supported.

ITEM 11 County Administrator's Report

Interim County Administrator Mr. John Faul stated at the December 16th meeting the Board would be sworn in. He stated a Consolidated Dispatch meeting was scheduled for January 7th.

ITEM 12 Chairperson's Report

Acting Chairperson Heppler asked everyone to be careful and safe during the holidays.

ITEM 13 Vice Chairperson's Report

Acting Vice Chairman Taylor stated he had been speaking with the Board regarding a Board Retreat.

ITEM 14 Members' Time

Commissioner Rogers invited everyone to the Borgess Tree Lighting Ceremony. She invited everyone to the Underwear Party at Borgess. She stated she would be the keynote speaker at the Momentum event next week.

Commissioner Seals stated Lisa Henthorn left the Airport and now was at the Prosecuting Attorney's Office. He stated at the Mental Health Board meeting discussions were held on the merger. He stated on January 1st Circuit Court would be taking over the Child Care placements. He thanked those who attended the Veteran's Day events.

Commissioner Stinchcomb thanked Mr. Ayers for everything he did for the County and was a big asset for the County. He thanked the citizens of the City of Portage for allowing him the opportunity to serve them. He wished everyone a Merry Christmas.

Commissioner Tuinier thanked Commissioner Stinchcomb for his service. He asked for prayers and healing for Commissioner Zull.

Commissioner Alford wished everyone a pleasant evening.

ITEM 15 Adjournment

There being no further business to come before the Board, Acting Chairperson Heppler adjourned the meeting at 7:55 p.m.

Timothy A. Snow
Clerk/Register of Deeds

David C. Maturen, Chairperson
Kalamazoo County Board of
Commissioners