



# KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

## MINUTES

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

AUGUST 15, 2017

PLACE: Room 204, County Administration Building

TIME: 4:00 p.m. – 5:40 p.m.

MEMBERS PRESENT: Commissioners John Gisler, Tracy Hall, Ron Kendall, Scott McGraw, Stephanie Moore, Mike Quinn, Julie Rogers, Michael Seals, Dale Shugars, Roger Tuinier and Kevin Wordelman

MEMBERS ABSENT: None

OTHERS PRESENT: Tracie Moored, Thom Canny, Lisa Henthorn, Amanda Morse, Kristine Cunningham, Lotta Jarnefelt, Pat Crowley, Charlotte Smith, Mary Balkema, Megan Buwalda, Paul Matyas, Dina Sutton

Chairman Shugars convened the Committee of the Whole at 4:00 p.m.

1. Review of Transfers and Disbursements

Ms. Amanda Morse, Deputy County Administrator stated claims for August 15, 2017 totaled \$1,149,196.47. She indicated there were release of funds to Southwest Michigan Behavioral Health as well as the advanced funding for the HCS Facility Project. She also indicated there were departmental budgetary items.

2. Resolution to Adopt Pilot Program to Waive Fees for Vital Records for the Homeless Population



Clerk Tim Snow reviewed his memo as included in the packet. He indicated this would be a pilot project for one year with a potential loss of \$5,000 in revenue. Clerk Snow indicated the program would provide vital records to homeless persons who were clients of Kalamazoo Gospel Mission as well as Ministry with Community.

Commissioner McGraw applauded Clerk Snow on his effort with this project. Commissioner McGraw inquired if clients born out of the county would be able access these records and Clerk Snow indicated it was focused on Kalamazoo County residents.

Commissioner Rogers inquired if there was an individual not affiliated with either of those organizations would they be referred to those agencies and Clerk Snow indicated that was correct. Commissioner Rogers stated she was very supportive of this project.

Commissioner Kendall thanked Clerk Snow for taking the lead on this project. He inquired if there was any collaboration with the State and Clerk Snow stated he would be happy to have contact with them.

Commissioner Seals wanted to know if Kalamazoo County would be able to partner with other counties to assist as many individuals as possible.

Discussion ensued.

Vice Chair Moore thanked United Way for stepping up and working on barriers. She thanked Clerk Snow for his work on all of this. She inquired if individuals would be able to get their birth certificates electronically and Clerk Snow indicated that was an option.

Ms. Tracie Moored, County Administrator, indicated Administration had done due diligence and indicated Clerk Snow's budget had other revenue sources available to assist with the loss of revenue.

Chair Shugars inquired if Ministry with Community or Gospel Mission sent someone currently, who paid for those records and Clerk Snow indicated those agencies did.

Chair Shugars indicated numbering the vouchers.

### 3. Revision of Personnel Policy Manual

Ms. Kristine Cunningham, Human Resources Director, reviewed her memo as included in the Packet.

Commissioner Rogers inquired about the process for the proposed changes. Ms. Cunningham indicated Administration met and then met with Elected Officials and Commissioners.

Commissioner Gisler inquired if the proposed changes would weaken the ability to recruit employees and Ms. Cunningham indicated it would strengthen the County's ability.

### 4. Consolidated Dispatch

Commissioner McGraw indicated the process began with the Consolidated Dispatch Finance Committee. He indicated after the election there were a lot of meetings and discussions and



the final proposal was before the Board. Commissioner McGraw thanked Ms. Moored for her efforts with the City of Kalamazoo on this recommendation.

Commissioner Seals thanked Commissioner McGraw for all of his work on the committee. He indicated the Finance Committee did a fantastic job. He also thanked Ms. Moored for her hard work on this and now everyone was on board.

Ms. Moored indicated in the packet there was a chart on the breakdown of expenses. She indicated she was comfortable the County would be able to cover these costs for five years.

Commissioner Seals indicated the funding was set for three to five years. Commissioner Seals indicated the Authority was moving forward with purchasing the property.

Commissioner Gisler inquired if the funding would impact the technology fund and Ms. Moored indicated she did not think so.

Commissioner Kendall inquired how a funding short fall would suffice.

Commissioner McGraw indicated the \$4.3 million would have been the same with the State surcharge. He indicated the other funds came from the State and would go to the new Authority once they provided those services.

Discussion ensued.

Commissioner Tuinier inquired about the current \$.42 current surcharge collected and Commissioner McGraw indicated that was correct and generated about \$1.4 million.

Commissioner Tuinier inquired about the displacement of employees and Commissioner McGraw indicated it was premature to look at the status of employees.

Discussion ensued.

Commissioner Rogers thanked Commissioners McGraw and Seals for a job well done.

Vice Chair Moore indicated she had a conversation with Mr. Ritsema and he indicated Ms. Moored was a hard negotiator and had the interest of the County at hand.

Chair Shugars indicated the County was still paying the most dollars towards this project. He thanked Commissioners McGraw and Seals for their work on this. He asked Commissioners to let Administration or Board Leadership know if they are interested in a task force for the future of the Dispatch.

## 5. MAC Conference



Chair Shugars indicated he had discussions with the Vice Chair and Administration about who should attend the conference and suggested Commissioners Hall and Kendall attend.

Commissioner Rogers stated she was very supportive of conferences, particularly allowing the new commissioners to attend.

Commissioner Rogers inquired about the status of the training/travel budget. She also indicated the Commission needed to increase the training budget and had been adequate for some time.

Chair Shugars indicated the Board's training and travel budget was depleted and was going to adjust funds.

Commissioner Seals stated he too concurred with Commissioner Roger's comments. Commissioner Seals recommended the County reimburse Commissioner Rogers for her expenses for attending the event at the White House.

Commissioner Gisler stated he concurred that the Commissioner training budget was dismal and looked forward to having discussions during the budget process.

Vice Chair Moore stated she was taken back by Commissioner Seal's comments concerning Commissioner Rogers attendance at the White House event.

Commissioner Hall thanked the Board for the opportunity to attend the Conference.

Commissioner Rogers indicated she did make the request to Administrator Moored.

Ms. Moored indicated she did not receive a formal request.

Chair Shugars stated the President had made an executive order earlier today and looked forward to hearing more about that later this evening.

Chair Shugars stated the event at the White house was very beneficial and would be instrumental in the future.

#### 6. 2018 Budget Meeting Dates

Chair Shugars indicated the proposed meeting dates were included in the packet, he indicated the meetings would be held from 4:00 to 6:00 p.m.

Commissioner Rogers inquired if the September 19<sup>th</sup> meeting would take place of the regularly scheduled Committee of the Whole meeting and Ms. Moored indicated that was correct.

Discussion ensued.

#### 7. Verbal Update on the Transfer Agreement with Community Mental Health for Veterans Affairs Department



Ms. Moored indicated discussions were still occurring and Administration was working diligently to make that happen at a meeting in September.

Commissioner Gisler inquired about the accreditation of the current program. Ms. Moored indicated the County was accredited with the State. She was confident there was a mechanism for this to occur with the transfer of the program.

8. Any other items

Chair Shugars encouraged everyone to be a Celebrity Greeter for Kalamazoo Public Schools.

Commissioner Gisler indicated he would like the Board to adopt a Resolution Recognizing September 17<sup>th</sup> as Constituent and Citizenship Day.

Chair Shugars indicated he would place the Resolution on the September 5<sup>th</sup> Committee of the Whole meeting and if there were no issues it would be under New Business that night.

Commissioner Quinn indicated he had no issues with this Resolution.

Discussion ensued.

9. Executive Session

Commissioner Wordelman moved and it was duly seconded that the Board of Commissioners, functioning as a Committee of the Whole, go into a closed session pursuant to Section 8e of the Open Meetings Act for the purpose of discussing pending litigation: Briggs vs. Kalamazoo County, et al as well as Caper v Kalamazoo County, et al.

The roll call vote was as follows:

Ayes: All members present  
Nays: None  
Abstains: None  
Absent: None

The motion carried.

10. Adjournment – no later than 6 p.m.

There being no further business to come before the Board, Chairman Shugars adjourned the meeting at 5:40 p.m.

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Dale Shugars, Chairman  
Kalamazoo County Board of Commissioners

