



# KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

## MINUTES

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

NOVEMBER 7, 2017

ITEM 1        Call to Order: The Regular Meeting of the Board of Commissioners was called to order by Chairperson Shugars, at 7:00 pm in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on November 7, 2017.

ITEM 2        Invocation: Commissioner Scott McGraw.

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

ITEM 4        Roll Call: 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.

Administrators Present: Tracie Moored, County Administrator/Controller; Amber Beebe, Assistant Corporate Counsel; Sheriff Rick Fuller; Jeff Getting, Prosecuting Attorney; Undersheriff Jim VanDyken; Julie Pioch, MSU Ext. Director; Dina Sutton, Executive Coordinator.

ITEM 5        Approval of Minutes:

Commissioner McGraw moved and it was duly seconded that the Minutes of the October 17, 2017 Board meeting be approved as distributed.

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



ITEM 6      Communications:

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

- a) Resolutions from Alger, Livingston and Missaukee Counties in Support of the Great Lakes Restoration Initiative.
  
- b) A Resolution from Alger County Supporting Senate Bill 400 and House Bill 4651.

ITEM 7 Citizens' Time

Chairperson Shugars 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.

Mr. Joseph Weeks, Kalamazoo, addressed the Board concerning the transfer of the Veterans Affairs Office to Community Mental Health.

Mr. Frank Warren, Kalamazoo, addressed the Board concerning benefits for Veterans.

Ms. Annette Littlejohn, Kalamazoo, addressed the Board concerning the transfer of the Veterans Affairs Office to Community Mental Health.

Mr. Leonard Hamilton, Kalamazoo, addressed the Board concerning the Veterans Affairs Office.

Ms. Julie Pioch, MSU Ext. District Coordinator, stated the MSU Ext. Office had relocated to the Administration Building and was appreciative of all of the support from the County staff.

ITEM 8      For ConsiderationA.      Road Commission of Kalamazoo County & MDOT Presentation

Ms. Joanna Johnson, Managing Director introduced the Road Commission Board. Ms. Johnson and Mr. Demetrius Parker, Southwest Region Engineer, MDOT presented a joint Power Point presentation to the Board.

Commissioner Seals commended the Road Commission for putting lights on Sprinkle Road and East Main. Ms. Johnson indicated it was the Township who made that possible.

Commissioner Seals stated the asphalt was buckling new railroad crossing on Kalamazoo Avenue going west. He also inquired about a bridge.



Commissioner Wordelman thanked them for the presentation. He inquired of Mr. Parker about turning streets into two way streets in the Vine Neighborhood. He stated there had been discussions about high speed rails from Kalamazoo to Detroit and would be beneficial.

Commissioner Quinn stated he too was supportive of roundabouts. Mr. Parker indicated roundabouts were beneficial if when used properly.

Commissioner Rogers inquired of Mr. Parker concerning the M-43 and 9<sup>th</sup> Street corridor. She encouraged MDOT to do a speed study.

Commissioner McGraw stated there was a lot of increased traffic in Portage by the 131 corridor. Ms. Johnson indicated it was on the radar and they were working on it.

Commissioner McGraw inquired about I-94 where the major accident occurred a few years ago and expressed that something needed to be done.

Commissioner Kendall inquired if traffic studies were available to the public? Mr. Parker indicated he didn't believe they were available on-line but were available to the public if requested.

Commissioner Kendall inquired about the use of healing contract based on research by the University of Michigan. Mr. Parker indicated he was not aware of the use.

Commissioner Seals indicated a penetrator was necessary at business loop 131.

Chair Shugars thanked them for their presentation.

## **CONSENT AGENDA**

### Health & Community Services

#### **B. Request for Approval to Accept Statement of Grant Award #2018-01 from the MI Aging & Adult Services Agency**

That the appropriate County officials be authorized and directed to accept Statement of Grant Award #2018-01 from the MI Aging & Adult Services Agency to support older adult service programs in the amount of \$448,535 for the period of October 1, 2017 through December 31, 2017; a copy of said Grant Award to be attached to the official Minutes of this meeting.

#### **C. Request for Approval of Amendment #4 with Michigan Medicare/Medicaid Assistance Program (MMAAP) for the Senior Medicare Patrol**

That the appropriate County officials be authorized and directed to execute Amendment #4 with MMAAP for the Senior Medicare Patrol in the increased funding amount of \$342.00 for a total of \$4,922 for the period of June 1, 2015 through May 31, 2018; a copy of said Amendment #4 to be attached to the official Minutes of this meeting.



D. Request for Approval to Accept Community Services Block Grant Notice of Funds Available #13 CSBG14-39015

That the appropriate County officials be authorized and directed to accept Community Services Block Grant Notice of Funds Available #13 in the amount of \$634,765 for the period of October 1, 2017 through September 30, 2018; a copy of said Notice of Funds #13 to be attached to the official Minutes of this meeting.

E. Request for Approval of United Way Grant Acceptance Funding Award and Sign for Fatherhood Program and the Continuation of a Continuation of Care Position

That the appropriate County officials be authorized and directed to execute United Way Grant Acceptance Funding Award and Sign for Fatherhood Program and the Continuation of a Continuation of Care Position in the amount of \$92,700 for the period of November 1, 2017 through June 30, 2018; a copy of said Funding Award to be attached to the official Minutes of this meeting.

F. Request for Approval of United Way Grant Acceptance Funding Award and Sign for Healthy Babies Healthy Start Program and the Creation of a Continuation of Care Coordinator Position

That the appropriate County officials be authorized and directed to execute United Way Grant Acceptance Funding Award and Sign for Healthy Babies Healthy Start Program and the Creation of a Care Coordinator Position in the amount of \$59,000 for the period of November 1, 2017 through June 30, 2018; a copy of said Funding Award to be attached to the official Minutes of this meeting.

Create:

Account #	Position #	Grade	FTE	Pay Range	Effective
297-176	#10202	K6	1.0	\$37,086.40 - \$45,468.80	11/8/2017

G. Request for Approval of Health & Community Services Fee Adjustments

That the Board of Commissioners approve the Health & Community Services Fee Adjustments as part of the 2018 Operating Budget and as included in the Packet.

Human Resources

H. Request for Approval of Amendment to 2018 Personnel Policies 4.09 and 5.10

That the Board of Commissioners approve Amendment to 2018 Personnel Policies 4.09 and 5.10 as included in the Packet.

I. Request for Approval of Letter of Understanding – Undersheriff

That the appropriate County officials be authorized and directed to execute a Letter of Understanding regarding the Undersheriff's ability to "exercise their frozen seniority to return to a position in the bargaining unit on or before December 31, 2020; a copy of said Letter of Understanding to be attached to the official Minutes of this meeting.

Prosecuting Attorney

J. Request for Approval of Various Agreements for OnBase Enterprise Content Management (ECM) and ImageSoft JusticeTech Solution



That the appropriate County officials be authorized and directed to execute Various Agreements for OnBase Enterprise Content Management (ECM) and ImageSoft JusticeTech Solution for a comprehensive electronic case file and workflow solution for the Prosecuting Attorney's Office and law enforcement in the amount of \$500,000; a copy of said Agreements to be attached to the official Minutes of this meeting.

### Sheriff

#### K. Request for Approval of Elimination/Creation of Positions (General Fund)

That the Board of Commissioners approve the Elimination/Creation of the following Positions:

##### *Elimination:*

Account:	Position #	FTE	Grade	Salary	Effective
101-302	Corrections Deputy #10437	1.0	NF17	\$19.81 – \$26.90	10/18/17

##### *Creation:*

Account:	Position #	FTE	Grade	Salary	Effective
101-302	Sergeant/Detective/Sergeant #10440	1.0	F22	\$26.52 - \$37.94	10/18/17

#### L. Request for Approval to Accept FY2018 Secondary Road Patrol Grant with the Office of Highway Safety Planning

That the appropriate County officials be authorized and directed to accept FY2018 Secondary Road Patrol Grant with the Office of Highway Safety Planning in the amount of \$166,830.

#### M. Request for Approval to Accept Underage Drinking Enforcement Grant from the Office of Highway Safety Planning

That the appropriate County officials be authorized and directed to accept Underage Drinking Enforcement Grant with the Office of Highway Safety Planning in the amount of \$7,428 for the period of October 1, 2017 through September 30, 2018.

#### N. Request for Approval of Elimination/Creation of Nurse Positions

That the Board of Commissioners approve the Elimination/Creation of the following Positions:

##### ELIMINATE:

Fund & Activity	Position #	Position Title	Band	FTE	Salary Range
101-302	10564-001	Nurse	NF20	1.0	\$42,515.20 - \$60,340.80
101-302	10564-002	Nurse	NF20	1.0	\$42,515.20 - \$60,340.80
101-302	10564-003	Nurse	NF20	1.0	\$42,515.20 - \$60,340.80
104-302	10564-005	Nurse	NF20	1.0	\$42,515.20 - \$60,340.80
101-302	10564-006	Nurse	NF20	1.0	\$42,515.20 - \$60,340.80



CREATE:

Fund & Activity	Position #	Position Title	Band	FTE	Salary Range
101-302	10564-001	Nurse	F20	1.0	\$47,236.80 - \$67,038.40
101-302	10564-002	Nurse	F20	1.0	\$47,236.80 - \$67,038.40
101-302	10564-003	Nurse	F20	1.0	\$47,236.80 - \$67,038.40
104-302	10564-005	Nurse	F20	1.0	\$47,236.80 - \$67,038.40
101-302	10564-006	Nurse	F20	1.0	\$47,236.80 - \$67,038.40

Board of Commissioners

O. 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 November 7, 2017", noting claims in the total amount of \$2,010,590.49 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 November 7, 2017, and the Director of Finance be authorized to make budgetary transfers, as listed.

P. Request for Approval of FY2018 Partnership Accountability Training Hope (PATH) Program Plan Instructions

That the appropriate County officials be authorized and directed to execute FY2018 PATH Program Plan Instructions in the amount of \$3,107,813 for the period of October 1, 2017 through September 30, 2018; a copy of said Plan to be attached to the official Minutes of this meeting.

Q. Request for Approval of FY2018 Food Assistance Employment and Training Program Plan Instructions

That the appropriate County officials be authorized and directed to execute FY2018 Food Assistance Employment and Training Program Plan Instructions in the amount of \$180,427 for the period of October 1, 2017 through September 30, 2018; a copy of said Plan to be attached to the official Minutes of this meeting.

R. Request for Approval of Appointment to the Department of Human Services Board

That the Board of Commissioners approve the Appointment of Ronicka Hamilton to the Department of Human Services Board for a term commencing November 1, 2017 through October 31, 2020.

S. Request for Approval of Appointments to the Retirement Investment Committee

That the Board of Commissioners approve the following Appointments to the Retirement Investment Committee:

The new terms will run for three years from January 1, 2018 thru December 31, 2020.



- Sandi Doctor (member since 2014)
- Jan Van Der Kley (member since 1995)
- Joel Wittenberg (member since 2015)

T. Request for Approval to Hire 90 Day Temporary Paralegal for Corporate Counsel's Office

That the Board of Commissioners approve the hiring of a 90 day temporary Paralegal for the Corporate Counsel's Office.

U. Request for Approval of a Contract with Tower Pinkster

That the appropriate County officials be authorized and directed to execute a Contract with Tower Pinkster

Commissioner McGraw moved and it was duly seconded that Items B. through U. 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: None

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

Ms. Beebe indicated the Board needed to hold a special meeting on Tuesday, November 14 at 5 p.m. to discuss Indigent Defense.

Commissioner Wordelman indicated he would like to invite the organizations involved to be invited to the meeting.

Discussion ensued.

Commissioner Rogers stated it was an important meeting and a conflict and wondered if the meeting could be moved to 4:30 p.m.



Commissioner McGraw stated he had a prior commitment and needed to leave by 5:30 p.m. Commissioner McGraw inquired about the goal of the meeting and Chair Shugars indicated it would be to accept the plan.

Ms. Moored indicated it would be to adopt a Resolution.

Commissioner Seals moved and it was duly seconded to schedule a Special meeting on November 14<sup>th</sup> at 4:30 p.m.

ITEM 11      County Administrator's Report

County Administrator Ms. Tracie Moored stated her along with City Manager Jim Ritsema would be walking in the Holiday Parade this weekend.

ITEM 12      Member's Time

Commissioner Tuinier expressed condolences to those who lives were lost in the incident in Texas.

Commissioner Quinn stated there was a Veteran's service on Saturday.

Commissioner Rogers stated she asked for information on the counties NACo prescription drug report. She gave a shout out to the Sheriff's Office for assisting the incident in Mattawan.

Commissioner Hall stated progress was being made on the new Animal Services building.

ITEM 13      Vice Chairperson's Report

Vice Chairperson Moore thanked Ms. Beebe for her hard work on the indigent defense plan. She also thanked Judge Santoni and the others who served on the work group. She indicated the Board Appointment Committee interviewed the last candidate for EHAC and a recommendation would be forthcoming. She also stated they reviewed the County ID applications and the process would be forthcoming. She thanked the Sheriff and Undersheriff for meeting with the families of the crash victims. She stated a State of County was presented to the Northside Ministerial Alliance.

ITEM 14      Chairperson's Report

Chairperson Shugars stated Chief Hadley would be missed.

ITEM 15      Adjournment

There being no further business to come before the Board, Chairperson Shugars adjourned the meeting at 8:54 p.m.





Chm Initial \_\_\_\_\_

Clk Initial \_\_\_\_\_

30261

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Timothy A. Snow  
Clerk/Register of Deeds

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Dale Shugars, Chairperson  
Kalamazoo County Board of  
Commissioners



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