

MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

FULL BOARD

Hall of Justice

990 Terrace, Muskegon, MI

April 12, 2011 - 3:30 PM

Kenneth Mahoney, Chair

I. John Snider, II, Vice-Chair

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Approval of Meeting Minutes
 - A. March 8, 2011 Meeting
 - B. March 22, 2011 Meeting
7. Public Comment (on an agenda item)
8. Communication
 - A. Jackson County Resolution: Approve Jackson County's Legislative Agenda
 - B. Livingston County Resolution: In Support of 2008 Funding Level of Federal Community Service Block Grant
9. Committee Reports
 - A. Courts & Public Safety Committee (Page 5)
 - B. Human Resources Committee (Page 6-7)
 - C. Ways & Means (Page 11)

Public Comment

Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the commission and state their name for the record. Comments shall be limited to **two (2) minutes** for each participant, unless time is extended prior to the public comment period by a vote of a majority of the commission.

Full Board
Agenda
April 12, 2011

10. Chairman's Report/Committee Liaison Reports
11. Administrator's Report
 - Request approval of payment to DHE Plumbing & Mechanical for work performed on the Hall of Justice
12. Old Business
13. New Business
14. Public Comment (on a new topic)
15. Adjournment

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE MUSKEGON COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting upon 24-hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling: Administration, 990 Terrace Street, Muskegon, MI 49442 (231) 724-6520



Jackson County

Resolution

RESOLUTION (03-11.9) **Approving Jackson County's Legislative Agenda**

WHEREAS, Jackson County is interested in having its opinion known and shared with Michigan legislators; and

WHEREAS, Jackson County has the upmost respect for the challenges faced by the State of Michigan in difficult economic times; and

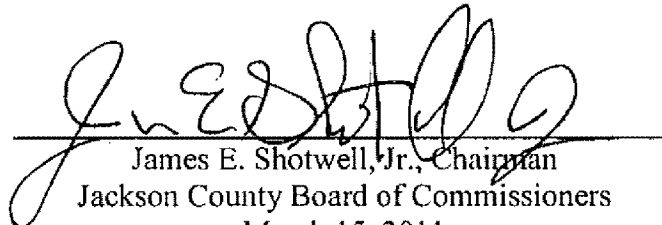
WHEREAS, Jackson County also faces reduced revenues and increased costs to provide essential services; and

WHEREAS, Jackson County has been responsible with regard to employee compensation, fiscal planning, and strategic planning; and

WHEREAS, Jackson County benefits from stability and long-term financial planning from other levels of government and community partners; and

NOW THEREFORE, BE IT RESOLVED, that the Jackson Board of County Commissioners does hereby approve the attached Legislative Agenda; and

BE IT FURTHER RESOLVED, that the Jackson Board of County Commissioners does hereby direct that this agenda be shared with the County Clerk's Association, State legislators and the Governor of the State of Michigan.


James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
March 15, 2011

RESOLUTION

NO: 2011-03-100

LIVINGSTON COUNTY

DATE: March 21, 2011

RESOLUTION IN SUPPORT OF 2008 FUNDING LEVEL OF FEDERAL COMMUNITY SERVICE BLOCK GRANT - BOARD OF COMMISSIONERS

WHEREAS, the current C.S.B.G. federal allocation is \$700,000 (in thousands) to all states and President Obama urges a 50% cut in the 2012 proposed budget to only \$350,000 (in thousands); and

WHEREAS, a 50% cut would unjustly harm 30 programs in Livingston County which promote and teach self-sufficiency to impoverished and disabled persons and which provide emergency food, shelter, heat, transportation, medicine to the most vulnerable of our citizens, in a county with over 9.3% unemployment; and

WHEREAS, President Obama’s proposed 2012 budget increases to:

- Amtrak’s budget by 156% to \$4,046,000 (in thousands)
- High Speed Rail by 60% to \$4,000,000 (in thousands)
- Federal Transit by 107% to \$22,201,000 (in thousands)
- Federal Highway by 69% to \$69,675,000 (in thousands)

WHEREAS, a return to even 2008 budget levels would be equitable so everyone was experiencing some cuts in a time when cuts are necessary; and

THEREFORE BE IT RESOLVED that: the Livingston County Board of Commissioners hereby urges the President/U.S. legislators and citizens to support continuation of C.S.B.G.’s funding level of \$700,000 (in thousands) or a return to 2008 funding level.

BE IT FURTHER that: the Livingston County Clerk is directed to forward copies of this Resolution to the Michigan Association of Counties and the other 82 counties in Michigan.

#

MOVED: Commissioner LaBelle

SECONDED: Commissioner Domas

CARRIED: 8-0-1 absent

The Courts/Public Safety Committee met on April 5, 2011, it was recommended and I move:

CPS11/04 - 07 To authorize the Prosecutor to apply for the Fiscal Year 2012 VOCA (Victims of Crime Act) grant from the Michigan Department of Community Health, for the purpose of continuing funding for the Domestic Violence Specialist and operating expenses, in the amount of \$76,515 with a local match contribution of volunteer hours resulting in no impact on the General Fund, and for the Chairman of the Board to affix his signature on the certification page.

The Human Resources Committee met on April 5, 2011, it was recommended and I move:

HR11/04 - 21 To authorize the Community Mental Health Services of Muskegon County Executive Director to sign a contract with Michigan Center for Positive Supports for the provision of Specialized Consultative and Supportive Services, effective April 1, 2011 through September 30, 2011, with a cap not to exceed \$10,000.00.

HR11/04 - 22 To authorize the Community Mental Health Director to solicit Requests for Panel Participation for Inpatient, Partial Hospitalization, and Electroconvulsive Therapy Services for the contract effective October 1, 2011 through September 30, 2013.

HR11/04 - 23 To authorize the Community Mental Health Director to use temporary employee contracts to secure services of a psychiatric nurse to provide mental health services at the County Jail, effective April 13, 2011.

HR11/04 - 24 To authorize the Community Mental Health Director to execute the necessary documents to contract with ComForcare Home Care Services (41 Washington Avenue, Suite 380, Grand Haven, MI 49417) for the provision of the following services at the following rates effective April 1, 2011 through September 30, 2011 with an annual cap not to exceed \$10,000.00:

Code	Service	Rate	Unit
H2015	Community Living Support	\$4.66	per 15 minutes
T1002	Enhanced Health - RN	\$6.50	per 15 minutes
T1005TD	Medical Respite - RN	\$6.50	per 15 minutes
T1005TE	Medical Respite - LPN	\$5.50	per 15 minutes

HR11/04 - 25 To approve an equity transfer of \$300,000 from the Adult Benefit Waiver Reserve to the Equipment Revolving Fund (in a reserve account for Community Mental Health) to cover future debt retirement payments for the Mental Health Center building.

HR11/04 - 26 To authorize the Community Mental Health Executive Director to sign the contract with the American Red Cross, 313 W. Webster Avenue, Muskegon, MI 49440, effective May 1, 2011, to lease the current United Way space, which is 6500 square feet in the basement of the Red Cross building, for \$2,725.00 per month in order for CMH's Clubhouse program to relocate while their facility is being renovated.

HR11/04 - 27 To approve the CMH personnel position changes listed on the attached.

HR11/04 - 28 To authorize Public Health - Muskegon County to re-establish and maintain a cash fund with an initial and maintenance level of \$2,000.00 not to exceed \$35,000.00 for the 2011 Farmers' Market Nutrition Program "Project Fresh", to reimburse local contracted farmers for fresh fruits and vegetables sold to eligible WIC program participants. Further authorize Public Health to enter into agreements with the State of Michigan and each of the local farmers and authorize these agreements to be signed by the Health Officer.

HR11/04 - 29 To authorize the Public Health Director to sign the renewal of the Great Lakes Restoration Initiative Beach Monitoring grant contract with the Michigan Department of Natural Resources and Environment to provide funding in exchange for work to be performed for bathing beach monitoring effective from October 1, 2010 to September 30, 2011, with no effect on County General Funds.

Removed from agenda prior to vote:

HR11/04 - 20 To approve the revisions to the Muskegon County Personnel Rules as recommended by the Personnel Rules Committee.

POSITION CHANGES FOR FY 2011 COUNTY BUDGET

1. TRANSFERS OF POSITIONS FROM ONE ACTIVITY TO ANOTHER

POSITION	POS. NO.	INCUMBENT	TRANSFER FROM	PERCENTAGE	TRANSFER TO	PERCENTAGE	EFFECTIVE DATE
ADMISSIONS & UTILIZATION MANAGER	X05801	PAM BEANE	7043	22	7043	30	4/1/2011
			7330	45	7330	40	4/1/2011
			7701	33	7701	30	4/1/2011
CLINIC SERVICES SUPERVISOR II	X17801	LISA SIAS	7053	80	7053	100	10/1/2010
			7320	20			
MASTERS LEVEL CLINICIAN	X53301	STEPHAN KEENAN	7053	40	7320	100	10/1/2010
			7320	60			
MASTERS LEVEL CLINICIAN	X53312	OPEN	7053	40	7320	100	4/1/2011
			7320	60			
MASTERS LEVEL CLINICIAN	X53314	BAMBI LAHAIE	7320	100	7053	100	10/1/2010
COMMUNITY PLACEMENT COORD.	N20802	DOUG STRIKER	7329	100	7147	100	4/1/2011
PEER SUPPORT SPECIALIST	N54004	DEB BALLARD	7147	40	7147	50	4/1/2011
			7327	60	7327	50	4/1/2011
SENIOR PSYCHOLOGIST	X84001	RON KIDDER	7324	45	7147	33	4/1/2011
			7329	55	7324	50	4/1/2011
					7329	17	4/1/2011
CLINICAL SERVICES MANAGER	X20301	LISA MYER	7320	83	7320	88	4/1/2011
			7325	17	7325	12	4/1/2011
SENIOR NURSE	N72301	CYNDI BLAIR	7322	72	7320	6	4/1/2011
			7324	17	7322	64	4/1/2011
			7341	11	7324	18	4/1/2011
DEPUTY DIRECTOR/CMH OPERATIONS	X16901	DAVE PARNIN	7323	45	7323	50	4/1/2011
			7705	55	7705	50	4/1/2011
PEER SUPPORT SPECIALIST/HOURLY	N54003	OPEN	7327	100	7704	100	4/1/2011
RESIDENTIAL SERVICES MANAGER	X82701	TERI SMITH	7341	80	7341	78	4/1/2011
			7343	20	7343	22	4/1/2011

2. CHANGED POSITIONS

CURRENT POSITION	POS. NO.	INCUMBENT	BUDGETED	PERCENTAGE	NEW POSITION	BUDGETED	PERCENTAGE
CLERK II/NB (PART TIME)	N18009	OPEN	7551	100	PEER SUPPORT SPECIALIST/HOURLY	7322	100
ACCOUNT CLERK II/NB *	N02014	OPEN	7706	100	PEER SUPPORT SPECIALIST/HOURLY *	7704	100
					PEER SUPPORT SPECIALIST/HOURLY *	7704	100

*THE ONE ACCOUNT CLERK II/NB POSITION IS BEING USED TO CREATE TWO PEER SUPPORT SPECIALIST/HOURLY POSITIONS

29-Mar-11 TB (Position Changes Requested on County Budgets)

**REQUEST FOR NEW POSITION , RECLASSIFICATION,
SALARY ADJUSTMENT, FUNDING TRANSFER, DELETION OF
EXISTING POSITION, TITLE CHANGE, OR CHANGE OF HOURS**

Fund/Organization (Names & Numbers): 2220/7322 Nursing

Request: New Position Deletion
 Reclassification Title Change
 Salary Adjustment Change of Hours
 Funding Transfer

Present Position Number/Pos. Class/Pos. Description N18009/NU180/Clerk II/NB
 Present Table/Grade/Hourly Range NO/00060/11.261-13.844
 Present Funding Source Medicaid & 90/10 Dollars

Requested Position Class/Pos. Description NH540/Peer Support Spec./Hourly
 Requested Table/Grade/Hourly Range NO/00160/13.516-17.143
 Requested Funding Source Medicaid & 90/10 Dollars

Salary and Fringe Benefit Cost Increase/(Decrease)- *2010 Cost

Account	Present Cost*	Requested Cost*	Increase/(Decrease)
Salary and Wages	16,402	14,273	(2,129)
Social Security	1,274	1,092	(182)
Hospitalization Ins.	4,542	0	(4,542)
Life Ins.	30	0	(30)
Retirement	1,552	0	(1,552)
Retirement - ICMA	0	0	0
Dental Insurance	531	0	(531)
Retirees' Benefits	1,776	0	(1,776)
L. T. Disability Ins.	40	0	(40)
Longevity	0	0	0
Cost of Living	256	0	(256)
Unemployment Ins.	0	0	0
Workers' Comp.	43	422	379
Total	26,446	15,787	(10,659)

Purpose of Request:

Position Responsible For:

If requesting a new position or reclassification, also please complete a Position Classification Questionnaire form, and send it to the Budget office via interoffice mail.

**REQUEST FOR NEW POSITION , RECLASSIFICATION,
SALARY ADJUSTMENT, FUNDING TRANSFER, DELETION OF
EXISTING POSITION, TITLE CHANGE, OR CHANGE OF HOURS**

Fund/Organization (Names & Numbers): 2220/7704 QI & Customer Services

Request: New Position Deletion
 Reclassification Title Change
 Salary Adjustment Change of Hours
 Funding Transfer

Present Position Number/Pos. Class/Pos. Description N02014/NF020/Account Clerk II/NB
 Present Table/Grade/Hourly Range NO/00105/12.882-15.526
 Present Funding Source Medicaid & 90/10 Dollars

Requested Position Class/Pos. Description NH540/Peer Support Spec./Hourly (2-Positions)
 Requested Table/Grade/Hourly Range NO/00160/13.516-17.143
 Requested Funding Source Medicaid & 90/10 Dollars

Salary and Fringe Benefit Cost Increase/(Decrease)- *2010 Cost

Account	Present Cost*	Requested Cost*	Increase/(Decrease)
Salary and Wages	26,516	28,546	2,030
Social Security	2,051	2,184	133
Hospitalization Ins.	6,489	0	(6,489)
Life Ins.	49	0	(49)
Retirement	2,499	0	(2,499)
Retirement - ICMA	0	0	0
Dental Insurance	759	0	(759)
Retirees' Benefits	2,687	0	(2,687)
L. T. Disability Ins.	64	0	(64)
Longevity	0	0	0
Cost of Living	365	0	(365)
Unemployment Ins.	0	0	0
Workers' Comp.	70	844	774
Total	41,549	31,574	(9,975)

Purpose of Request:

Position Responsible For:

If requesting a new position or reclassification, also please complete a Position Classification Questionnaire form, and send it to the Budget office via interoffice mail.

The Ways and Means Committee met on April 5, 2011, it was recommended, and I move:

- WM11/04 - 36 To approve payment of the accounts payable of \$5,340,691.34 covering the period of March 9, 2011 through March 29, 2011, as presented by the County Clerk.
- WM11/04 - 37 To authorize the County Administrator to enter into an agreement with Maximus for a cost not to exceed \$17,400.
- WM11/04 - 38 To approve and implement the Grants Management Policy effective April 12, 2011.
- WM11/04 - 39 To approve the Assessment Administration Services Contract provided by the Equalization Department to the City of Muskegon and authorize the Chair of the County Board of Commissioners to execute an agreement prepared by the Equalization Department to provide the services in the amount of \$344,367.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Full Board		BUDGETED X	NON-BUDGETED	PARTIALLY BUDGETED
REQUESTING DEPARTMENT Public Works	COMMITTEE DATE April 12, 2011	REQUESTOR SIGNATURE John Warner		
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>The addition of side stream filters to the heating system in the Hall of Justice will protect the components from sedimentation. These filters will greatly reduce necessary maintenance and costs over the life of the system. Informal quotes were secured and the low quote of \$11,372.20 was from DHE Plumbing & Mechanical. This item is budgeted under "building maintenance-other" in the Hall of Justice operation & maintenance fund, 1010-0265.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
<p>I move to approve the quote from DHE Plumbing & Mechanical in the amount of \$11,372.20 for the installation of 2 side stream filters on the Hall of Justice heating system with costs being paid from the Hall of Justice operations & maintenance fund, 1010-0265.</p>				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
<u>HUMAN RESOURCES ANALYSIS:</u>		<u>FINANCE & MANAGEMENT ANALYSIS:</u> <i>Recommended Approval</i> <i>JK</i>		
<u>CORPORATE COUNSEL ANALYSIS:</u>		<u>ADMINISTRATOR RECOMMENDATION:</u> <i>approval</i> <i>BBA</i>		
AGENDA DATE: <i>4/12/11</i>	AGENDA NO.:	BOARD DATE:	PAGE NO.	<i>12</i>