MUSKEGON COUNTY BOARD OF COMMISSIONERS
MUSKEGON COUNTY, MICHIGAN

AGENDA

FULL BOARD
Hall of Justice
990 Terrace, Muskegon, MI
May 14, 2013 - 4:00 PM

Kenneth Mahoney, Chair
Rillastine Wilkins, Vice-Chair

---

1. Call to Order

2. Invocation

3. Pledge of Allegiance

4. Roll Call

5. Approval of Agenda

6. Approval of the Minutes of April 23, 2013

7. Public Comment (on an agenda item)

8. Communication

9. Committee/Board Reports
   A. Courts & Public Safety Committee (Page 3)
   B. Human Resources Committee (Pages 4 & 5)
   C. Ways & Means Committee (Page 6)

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.

10. Chairman's Report/Committee Liaison Reports
    A. Solid Waste Planning Appointment – Term through 12/31/14
       Wayne Keurth (Solid Waste Management Slot)
    B. Personnel Rules Committee Appointments
       Commissioner Benjamin Cross
       Commissioner Kenneth Mahoney
       Commissioner Terry J. Sabo
       Commissioner Bob Scolnik

11. Administrator's Report
    - Authorize Continuation of the Local 9-1-1 Surcharge of $.034 and Provide Proper Notification to the State 9-1-1 Committee

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

The Courts/Public Safety Committee met on May 7, 2013, it was recommended and I move:

CPS13/05 -16	To authorize the Chairman of the County Board of Commissioners to sign the Inter Local Agreement for the implementation of the technology project for the Multi-Jurisdictional Task Force on Burglaries and Property Crime funded by the Michigan State Police with Byrne JAG funds.
CPS13/05 - 17	To authorize the Prosecutor to apply for the FY 2014 Crime Victim Rights Grant in the amount of $16,724.00 with no local match requirement.
CPS13/05 – 18	To approve the funding increase in the amount of $9,540.00 from the Office of Highway Safety Planning for the Secondary Road Patrol Program.
CPS13/05 – 19	To approve the Sheriff's Office purchasing the Side Scan Sonar Unit from Marine Sonic, Ltd in the amount of $45,045.00 and to pay for this unit with monies from the Department of Homeland Security grant budget.
CPS13/05 – 20	To approve a Proclamation in support of National Police Week, May 12, 2013 through May 18, 2013 and May 15, 2013, as National Peace Officers Memorial Day.

The Human Resources Committee met on May 7, 2013, it was recommended and I move:

HR13/05 – 26 To authorize the management of Brookhaven MCF to eliminate vacant budget positions to assist in reshaping Brookhaven into a leaner, more agile, facility that meets financial targets set by the DHS Board, and insures that the residents of Brookhaven receive the quality and quantity of dignified health care they deserve while also complying with mandated federal and state regulations.

HR13/05 – 27 To authorize Brookhaven MCF to re-establish the Assistant Director of Nursing (ADON) position, which existed prior to the FY2013 budget, in order to complete the necessary work that is required beyond the current needs already completed by the DON and ADON, and reduce the amount of overtime paid (RN Staff Development Coordinator: hourly overtime rate = $26.912 x 1.5 = $40.27 x 42.57 OT hours = $1,718.55, 11/18/12 – 1/31/13).

HR13/05 – 28 To authorize the Community Mental Health Director to sign Amendment #1 to the Managed Mental Health Supports and Services contract with the Michigan Department of Community Health, effective October 1, 2012 through September 30, 2013.

HR13/05 – 29 To authorize the Community Mental Health Director to sign Amendment #1 to the contract with the Michigan Department of Community Health for Medicaid Managed Mental Health Supports and Services, effective October 1, 2012 through September 30, 2013.

HR13/05 – 30 To authorize the Community Mental Health Director to sign a contract with No More Sidelines to lease office space at their Folkert Community Hub (located at 640 W. Seminole Road, Muskegon, MI 49441) for a total monthly rent of $4,663.71 for the first year with a 2% base rent annual increase, effective December 15, 2012, through December 10, 2017.

HR13/05 – 31 To authorize the Community Mental Health Director to sign amendments to the contracts with MOKA Corporation, Pioneer Resources, HGA Support Services, Lutheran Social Services of Michigan and The ARC Muskegon to include an enhanced Community Living Supports (CLS) rate of $35.71 per hour for the Autism Program, effective May 1, 2013 through September 30, 2014.

HR13/05 – 32 To approve the proposed fee rates for services provided by Community Mental Health effective May 1, 2013.

HR13/05 - 33 To amend the Mental Health FY2013 budget proposed to the County of Muskegon from $89,458,783 up to $90,248,040 for revenues and from $89,453,583 up to $90,245,240 for expenditures, and to approve Community Mental Health (CMH) personnel position changes listed on the CMH Budget Amendment.

HR13/05 – 34 To authorize the Community Mental Health Director to sign Amendment #2 to the contract with the Michigan Department of Community Health for the Michigan ABW Non-Pregnant Childless Adults Waiver (Adult Benefits

Waiver) Section 1115 Demonstration program FY13, effective October 1, 2012 through September 30, 2013.

HR13/05 – 35 To authorize the Community Mental Health Director to sign a lease for three (3) Ford Fusion vehicles from Great Lakes Ford at a cost of $1,211.61 per month for forty-eight (48) months plus an underwriting fee of $425.00.

HR13/05 – 36 To authorize Public Health – Muskegon County to request bids for one new vehicle for its WIC program and two new vehicles for its Environmental Quality program, with no effect on County General Fund.

HR13/05 – 37 To accept the grant of $23,500 from the Community Foundation for Muskegon County and the grant of $3,000 from the Conservation Fund to educate residents on healthy eating and to offer food demonstrations in the community and to authorize the Public Health Department to add a seasonal part-time Public Health Educator (NO00240) at a pay range of $17.91 - $22.67 to accomplish the work of these grants.

HR13/05 – 38 To authorize Public Health – Muskegon County to award the water laboratory analysis contract to Alliance Analytical Laboratories for the period of March 2013 through September 2013, with a one year renewal option, with effect on County General Fund.

The following motion was presented and postponed until Human Resources meeting of June 4, 2013:

HR13/05 – 39 To approve amendments to the Muskegon County Board of Commissioners' Rules as presented.

The Ways & Means Committee met on May 2, 2013, it was recommended and I move:

WM13/05 – 36	To approve payment of the accounts payable of $69,528,400.18 covering the period of April 10, 2013 through April 26, 2013 as presented by the County Clerk.
WM13/05 – 37	To create the Public Defender position (NX00440) salary range $85,550 - $106,885 and authorize Administration to begin the recruitment immediately.
WM13/05 – 38	To approve the termination of the Humana contract, effective May 31, 2013; in addition, to approve authorization to contract with Delta Dental on a self-insured basis for the period June 1, 2013 through September 30, 2014 for dental insurance coverage for active, eligible, Muskegon County employees.
WM13/05 – 39	To authorize the resolution to render the final approval of final bylaws and approve the creation of the Regional Entity known as the Region Three Prepaid Inpatient Health Plan (PIHP), consisting of Ottawa, Allegan, Kent, Lake, Muskegon, Oceana and Mason County CMHs contingent upon Corporate Counsel review.
WM13/05 – 40	To authorize the settlement in connection with the pending litigation in the matter of Buck Construction Company v County of Muskegon based on Corporate Counsel's recommendation.
WM13/05 – 41	To approve the Linda Karrell workers' compensation case settlement by way of a lump sum settlement, as recommended by Corporate Counsel.

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE Full Board	BUDGETED NON-BUDGETED PARTIALLY BUDGETED

REQUESTING DEPARTMENT	COMMITTEE DATE	REQUESTOR SIGNATURE
County Clerk	May 14, 2013	Nancy A. Waters

SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)

Under MCL484.1714(1) (g) the State 9-1-1 Committee is required to provide notice to communication providers of the 9-1-1 surcharges in Michigan. This includes the counties 9-1-1 operational, the state 9-1-1, and the monthly prepaid surcharges.

If the county is going to continue collection of its local 9-1-1 surcharge with no change in the amount between July 1, 2013 and June 30, 2014, a letter to the State 9-1-1 Office is due no later than Tuesday, May 15, 2013, stating that the county is going to continue collection of the local 9-1-1 surcharge.

The Muskegon Central Dispatch 9-1-1 Board of Directors, at their April 17, 2013, meeting, recommended the County Board of Commissioners approve that the local county 9-1-1 surcharge remain at $0.34 for the annual period of July 1, 2013 to June 30, 2014 and notify the State 9-1-1 Committee of this decision.

SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)

Move to continue collection of the local 9-1-1 surcharge at $0.34 as approved by Michigan Public Service Commission U-15489 for the time period July 1, 2013 to June 30, 2014, and to provide proper notification of this to the State 9-1-1 Committee.

ADMINISTRATIVE ANALYSIS (AS APPLICABLE)

HUMAN RESOURCES ANALYSIS:	FINANCE & MANAGEMENT ANALYSIS: Recommend Approval
CORPORATE COUNSEL ANALYSIS:	ADMINISTRATOR RECOMMENDATION: approval

If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Commit: 04/17/2013

AGENDA DATE: 5/14/13	AGENDA NO.:	BOARD DATE: 5/14/13	PAGE NO.

SNC-500 (01/2013)
State 911 Committee

PUBLIC ACT 379 OF 2008 REMITTANCE CONTACT INFORMATION
JULY 2013-JUNE 2014

Return To:
Michigan State Police
State 911 Administration Section
P.O. Box 30634
Lansing, Michigan 48909-0634
Attention: Stacie Hansel

Telephone: (517) 241-0110

I. County Information

County Name Muskegon	
Name of Person Completing Form Rhonda Patrick	
Phone Number 231-722-3524	E-Mail Address Rhonda.Patrick@mcd911.net
Is the county collecting a local surcharge from July 1, 2013, to June 30, 2014?	☒ Yes ☐ No
If "yes" to the above question, what is the monthly amount?	**AMOUNT** $0.34
Is the county interested in electronic fund transmittal of local surcharge funds?	☐ Yes ☒ No

II. Primary Remittance Information

Primary Remittance Contact Name Rhonda Patrick, Muskegon Central Dispatch 9-1-1	
Primary Remittance Contact Address 770 Terrace Street, Muskegon, MI 49440	
Phone Number (Include Area Code) 231-722-3524	Fax Number (Include Area Code) 231-728-1244
E-Mail Address Rhonda.Patrick@mcd911.net	

III. Geographical Information

Geographical Contact Name Shawn Grabinski, Muskegon Central Dispatch 9-1-1	
Geographical Contact Address 770 Terrace Street, Muskegon, MI 49440	
Phone Number (Include Area Code) 231-722-3524	Fax Number (Include Area Code) 231-728-1244
E-Mail Address Rhonda.Patrick@mcd911.net	

IV. County 911 Director/Coordinator Information

County 911 Directory/Coordinator Contact Name David McCastle, Muskegon Central Dispatch 9-1-1	
County 911 Directory/Coordinator Contact Address 770 Terrace Street, Muskegon, MI 49440	
Phone Number (Include Area Code) 231-722-3524	Fax Number (Include Area Code) 231-728-1244
E-Mail Address David.McCastle@mcd911.net	

V. Authorization

County Clerk or County Coordinator Printed Name Nancy A. Waters	Date
County Clerk or County Coordinator Signature	

AUTHORITY: 2008 PA 379; **COMPLIANCE:** Voluntary; **PENALTY:** No Funding

Draft

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
MEETING MINUTES
April 17, 2013

The April 17, 2013, Muskegon Central Dispatch 9-1-1 Board of Directors meeting held at Fruitport Charter Township Hall was called to order at 1:30 p.m. by Chairman Stepke.

Members present:	Anthony Chandler, City of Roosevelt Park John French, City of Montague Roger Squiers, City of Whitehall David Kieft Jr., Muskegon Charter Township Chris McIntire, Michigan State Police Dennis Stepke, City of North Muskegon Brian Werschem, Fruitport Charter Township
Members Absent:	Heath Kaplan, County of Muskegon Bryon Mazade, City of Muskegon Mark Meyers, City of Norton Shores Natasha Henderson, City of Muskegon Heights
Staff present:	Shawn Grabinski, Muskegon Central Dispatch 9-1-1 David McCastle, Muskegon Central Dispatch 9-1-1 Rhonda Patrick, Muskegon Central Dispatch 9-1-1
Others present:	David Glotzbach, Muskegon Township Fire Shaun Kozal

---

David McCastle requested an addition to the agenda under new business in regard to the County 9-1-1 Surcharge.

APPROVAL OF THE AGENDA

Moved by Mr. French, seconded by Mr. Kieft, to approve the April 17, 2013, agenda as amended. Motion carried.

MINUTES OF THE March 13, 2013 MEETING

Moved by Mr. Kieft, seconded by Mr. Werschem, to approve the March 13, 2013, meeting minutes. Motion carried.

REPORTS

Monthly Financial Reports

The monthly financial reports for March 2013

Moved by Mr. Chandler, seconded by Mr. French, to approve the March financial reports. Motion carried.

Director's Report

As submitted with no additional comments.

NEW BUSINESS

MCT Upgrade

Discussion took place in regard to the need to bring project expenditures before the Board if the spending is within the approved budget amount. The Board expressed an interest in keeping project progress and spending as an agenda item but not an action item unless expenditures exceed amount budgeted. As a result, Mr. McCastle withdrew the MCT Upgrade Action Request.

Dispatch Radio Panels

Moved by Mr. Kieft, seconded by Mr. McIntire, to approve the purchase of additional radio headset control units with a not to exceed price of $11,000. Motion carried.

FY2013 Budget Revision

Moved by Mr. Kieft, seconded by Mr. French, to approve the FY2013 six-month revisions with the corrective removal of parentheses from the Total Expense Revisions amount and the Additional Expense over Revenue amount. Motion carried.

County 9-1-1 Surcharge

Moved by Mr. Werschem, seconded by Mr. Chandler, to recommend to the County Board of Commissioners that the local county 9-1-1 surcharge remain at the current $0.34 for the annual period of July 1, 2013 to June 30, 2014. Motion carried.

COMMENT

Administrative

Mr. McCastle noted that an increase to the White Lake Ambulance contract was discussed at the Coordinating Committee meeting and will likely be an Action Request in the future.

Public

NEXT MEETING

The next scheduled meeting is Wednesday, May 8, 2013, at Muskegon Charter Township/

ADJOURNMENT

The meeting adjourned at 2:08 p.m.