

**Muskegon County
Board of Commissioners**
Hall of Justice, 990 Terrace, 4th Floor
Muskegon, MI 49442

*Benjamin E. Cross
Marvin Engle
Susie Hughes
Kenneth Mahoney, Chair
Charles Nash*

*Terry Sabo
Robert Scolnik
Rillastine R. Wilkins, Vice Chair
District 7 - Vacant*

Board Minutes may be found on the web at <http://co.muskegon.mi.us/clerk>

Regular Meeting

Tuesday, July 15, 2014
4:00 p.m.

Chairman Mahoney, Presiding

The Full Board of Commissioners was called to order by Chairman Mahoney. The invocation was given by Chairman Mahoney. The Pledge of Allegiance was recited in unison.

Roll Call

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Rillastine Wilkins

Excused: Robert Scolnik

Also Present: Heath Kaplan, Interim County Administrator,
Nancy A. Waters, County Clerk,
Jeanne Pezet, Deputy County Clerk
Doug Hughes, Corporate Counsel

2014-253 **APPROVAL OF THE AGENDA WITH ADDITIONS C. AND D. TO THE CHAIRMAN'S REPORT**

Moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the agenda with additions C. and D. to the Chairman's Report:

- C. Veterans Hiring Preference
- D. Workforce Development Update

Voice vote

Motion Carried

2014-254 **APPROVE MINUTES OF TUESDAY, JUNE 24, 2014**

Moved by Commissioner Wilkins, seconded by Commissioner Nash, to approve the minutes of Tuesday, June 24, 2014.

Voice vote

Motion Carried

PUBLIC COMMENT (ON AN AGENDA ITEM)

There was no public comment on an agenda item.

COMMUNICATION

The following communication items were distributed to Commissioner as informational items:

- A. Huron County Resolution: Supporting HCR 31 Calling for the U.S. EPA and Army Corps of Engineers to Withdraw their Proposed Rule Expanding the Definition of "waters of the United States" under the Clean Water Act
- B. Huron County Resolution: Opposition to HB 5097, SB 850 and Any Similar Bills that Would Reverse Cost Management Tools Put in Place by Changes to PERA
- C. Lake County Resolution: Opposition to the Development of an Underground Nuclear Waste Facility

COMMITTEE/BOARD REPORTS

2014-255 **EXECUTE AN AGREEMENT BETWEEN THE COUNTY AND THE MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT FOR A SUMMER SCHOOL SERVICES PROGRAM AT THE JUVENILE TRANSITION CENTER AND AUTHORIZE THE CHAIRMAN TO SIGN SAME**

CPS14/07-24

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to execute an agreement between the County and the Muskegon Area Intermediate School District for a summer school services program at the Juvenile Transition Center and authorize the Chairman to sign same.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo, Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-256 **AUTHORIZE THE SHERIFF'S OFFICE TO ACCEPT THE MARINE SAFETY GRANT IN THE AMOUNT OF \$70,300 FOR PERSONNEL AND OPERATING COSTS FOR THE 2014 CALENDAR YEAR AND TO AMEND THE COUNTY BUDGET ACCORDINGLY**

CPS14/07-25

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to authorize the Sheriff's Office to accept the Marine Safety grant in the amount of \$70,300 for personnel and operating costs for the 2014 calendar year and to amend the County budget accordingly.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-257 **ALLOW THE SHERIFF'S OFFICE TO APPLY FOR THE STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP) OFF-ROAD VEHICLE (ORV) AND THE SNOWMOBILE GRANTS**

CPS14/07-26

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to allow the Sheriff's Office to apply for the State Criminal Alien Assistance Program (SCAAP) Off-Road Vehicle (ORV) and the Snowmobile grants.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-258 **APPROVE THE REQUEST TO APPLY FOR \$157,094 FROM THE OFFICE OF COMMUNITY ALTERNATIVES IN LANSING FOR FY 2015**

CPS14/07-27

The Courts and Public Safety Committee recommends, moved by Commissioner Cross, seconded by Commissioner Hughes, to approve the request to apply for \$157,094 from the Office of Community Alternatives in Lansing for FY 2015.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-259 **AUTHORIZE THE CREATION OF A CHILD PSYCHIATRIST POSITION (NX00701) IN COMMUNITY MENTAL HEALTH'S PSYCHIATRIC SERVICES PROGRAM (ORG 7323) EFFECTIVE JULY 16, 2014**

HS14/07-35

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the creation of a Child Psychiatrist position (NX00701) in Community Mental Health's Psychiatric Services Program (Org 7323) effective July 16, 2014.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo, Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-260 **AUTHORIZE THE RECLASSIFICATION OF THE RECIPIENT RIGHTS/CONTRACTS COORDINATOR POSITION #N61101 (NO 00165) TO A RECIPIENT RIGHTS ADVISOR ASSISTANT POSITION (NO 00240) EFFECTIVE JULY 16, 2014, WITH THE FUNDING FOR THIS POSITION TRANSFERRING FROM ORG 7551 TO ORG 7705**

HS14/07-36

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the reclassification of the Recipient Rights/Contracts Coordinator position #N61101 (NO 00165) to a Recipient Rights Advisor Assistant position (NO 00240) effective July 16, 2014, with the funding for this position transferring from org 7551 to org 7705.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo, Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-261 **AUTHORIZE THE COMMUNITY MENTAL HEALTH (CMH) EXECUTIVE DIRECTOR TO SIGN A CONTRACT WITH ASHLEY MCCORMICK MSW, LMSW, IMH-E(III), FOR THE PROVISION OF INFANT MENTAL HEALTH SERVICES AT CMH, AT A RATE OF \$100.00 PER HOUR, FOR NO MORE THAN TEN (10) HOURS PER WEEK PLUS MILEAGE, EFFECTIVE JULY 21, 2014, THROUGH SEPTEMBER 30, 2015, NOT TO EXCEED \$66,000**

HS14/07-37

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Community Mental Health (CMH) Executive Director to sign a contract with Ashley McCormick MSW, LMSW, IMH-E(III), for the provision of Infant Mental Health Services at CMH, at a rate of \$100.00 per hour, for no more than ten (10) hours per week plus mileage, effective July 21, 2014, through September 30, 2015, not to exceed \$66,000.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-262 **AUTHORIZE THE COMMUNITY MENTAL HEALTH (CMH) EXECUTIVE DIRECTOR TO SIGN A MEMORANDUM OF AGREEMENT WITH STARS BEHAVIORAL HEALTH GROUP (SBHG), NATIONAL NETWORK ON YOUTH TRANSITION (NNYT) ACADEMY FOR CONSULTATION SERVICES, TRAINING, AND TECHNICAL ASSISTANCE FOR IMPLEMENTATION AND SUSTAINABILITY OF THE TRANSITION TO INDEPENDENCE PROCESS (TIP) MODEL TRAINING FOR CMH STAFF SERVING TRANSITION-AGE YOUTH AND THEIR FAMILIES, AT A COST NOT TO EXCEED \$36,285.00, FOR YEAR 2 OF THE AGREEMENT, EFFECTIVE JUNE 14, 2014**

HS14/07-38

The Human Services Committee recommends, moved by Commissioner Nash, seconded by Commissioner Cross, to authorize the Community Mental Health (CMH) Executive Director to sign a Memorandum of Agreement with Stars Behavioral Health Group (SBHG), National Network on Youth Transition (NNYT) Academy for Consultation Services, Training, and Technical Assistance for implementation and sustainability of the Transition to Independence Process (TIP) Model training for CMH staff serving transition-age youth and their families, at a cost not to exceed \$36,285.00, for Year 2 of the agreement, effective June 14, 2014.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-263 **APPROVE PAYMENT OF THE ACCOUNTS PAYABLE OF \$21,444,925.16 COVERING THE PERIOD OF JUNE 7, 2014 THROUGH JUNE 27, 2014 AS PRESENTED BY THE COUNTY CLERK**

WM14/07-71

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve payment of the accounts payable of \$21,444,925.16 covering the period of June 7, 2014 through June 27, 2014 as presented by the County Clerk.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-264 **APPROVE HIRING GRASSROOTS MIDWEST FOR PROFESSIONAL SERVICES NOT TO EXCEED \$8,500.00**

WM14/07-72

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve hiring Grassroots Midwest for professional services not to exceed \$8,500.00.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-265 **APPROVE THE COMPENSATION OF THE ADMINISTRATION SECRETARY TO THE COUNTY ADMINISTRATOR TO STEP 4 OF THE SALARY TABLE/GRADE NO-00220**

WM14/07-73

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve the compensation of the Administration Secretary to the County Administrator to step 4 of the salary table/grade NO-00220.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-266 **AMEND THE DONATED LEAVE POLICY, APPROVED BY THE COUNTY BOARD OF COMMISSIONERS ON SEPTEMBER 27, 2011, TO ALLOW EMPLOYEES WITH LESS THAN ONE (1) YEAR OF SERVICE TO REQUEST DONATED ANNUAL LEAVE**

WM14/07-74

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to amend the Donated Leave Policy, approved by the County Board of Commissioners on September 27, 2011, to allow employees with less than one (1) year of service to request donated Annual Leave.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-267 **SELECT GOVHR USA TO PERFORM THE EXECUTIVE SEARCH FOR THE MUSKEGON COUNTY ADMINISTRATOR AT A COST OF \$17,300.00**

WM14/07-75

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to select GovHR USA to perform the executive search for the Muskegon County Administrator at a cost of \$17,300.00.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-268 **PURCHASE FIFTY (50) COMPUTERS FROM INFORMATION SYSTEMS INTELLIGENCE, LLC AT A COST OF \$73,333.00**

WM14/07-76

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to purchase fifty (50) computers from Information Systems Intelligence, LLC at a cost of \$73,333.00.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-269 **RECOMMEND THAT MUSKEGON COUNTY PARTICIPATE IN THE DRAFTING OF THIS REGIONAL INTER-LOCAL AGREEMENT BETWEEN ALLEGAN, BARRY, KENT, MUSKEGON, OCEANA AND OTTAWA COUNTIES, TO BE BROUGHT BACK TO THE MUSKEGON COUNTY BOARD OF COMMISSIONERS FOR FINAL APPROVAL BEFORE AUGUST 31, 2014**

WM14/07-77

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to recommend that Muskegon County participate in the drafting of this regional inter-local agreement between Allegan, Barry, Kent, Muskegon, Oceana and Ottawa Counties, to be brought back to the Muskegon County Board of Commissioners for final approval before August 31, 2014.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

2014-270 **APPROVE AND AUTHORIZE THE COUNTY BOARD CHAIR TO SIGN AND EXECUTE LEASE AGREEMENT #11704-2013 WITH THE STATE OF MICHIGAN**

WM14/07-78

The Ways and Means Committee recommends, moved by Commissioner Hughes, seconded by Commissioner Wilkins, to approve and authorize the County Board Chair to sign and execute lease agreement #11704-2013 with the State of Michigan.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

CHAIRMAN'S REPORT/COMMITTEE LIAISON REPORTS

A tour for the Board of Commissioners of the new Juvenile Transition Center will be tentatively scheduled for Tuesday, July 22nd, prior to the Ways and Means Committee meeting. Interim Administrator Kaplan will confirm and provide a reminder notice for Commissioners to meet at the new Juvenile Transition Center for this event.

Chairman Mahoney reminded everyone that Muskegon Bike Time is this weekend, July 17th through July 20th.

Chairman Mahoney requested Interim Administrator Kaplan and Corporate Counsel to develop a policy for Muskegon County Veterans Hiring Preference which will not only bring Muskegon County into compliance with the State law but also meet the spirit of the law to increase employment opportunities for veterans.

Chairman Mahoney asked Vice Chair Wilkins to give an update on the Workforce Development Board meeting. Vice Chair Wilkins reported that, at the meeting in Grand Rapids on Monday, July 14th, with Debbie Groeneveld-Department of Employment and Human Resources Director, and Interim County Administrator Kaplan which included Allegan, Barry, Kent, Muskegon, Ottawa, and Oceana Counties. A model was presented for consolidation of Workforces. The primary focus was equal representation and voting rights. Interim Administrator Kaplan proceeded to provide the basics of the model of the tool they were using noting this model was not intended for a regional effort. A future meeting has already been scheduled. Discussion ensued.

Commissioner Nash provided an update on the NACo meeting which he had attended and he has already been communicating with staff on some of the issues from the conference for our county. He also mentioned that the credentials for registration had not been submitted and urged that this be addressed for future NACo conferences.

Commissioner Sabo noted he, Bob Lukens-Community Development Director, and Jonathan Wilson-Economic Development Coordinator, will be attending the American Great Lakes Port Association Annual Meeting in Monroe to introduce Muskegon County as a Port open for business and to urge next year's meeting be held in Muskegon County.

INTERIM ADMINISTRATOR'S REPORT

2014-271 **AMEND THE MENTAL HEALTH FY2014 BUDGET PROPOSED TO THE COUNTY OF MUSKEGON FROM \$66,390,310 UP TO \$66,940,310 FOR REVENUES AND FROM \$69,949,633 UP TO \$70,499,633 FOR EXPENDITURES**

The Interim County Administrator Kaplan recommends, moved by Commissioner Engle, seconded by Commissioner Hughes, to amend the Mental Health FY2014 budget proposed to the County of Muskegon from \$66,390,310 up to \$66,940,310 for revenues and from \$69,949,633 up to \$70,499,633 for expenditures.

Discussion ensued.

Roll Call

Yes: Benjamin Cross, Marvin Engle, Susie Hughes, Charles Nash, Terry Sabo,
Rillastine Wilkins, Kenneth Mahoney

No: None

Excused: Robert Scolnik

Motion Carried

OLD BUSINESS

Commissioners Nash, Hughes and Interim County Administrator commended Tom Best, Muskegon Community Mental Health Chief Finance Officer, as an outstanding numbers man and appreciate the work he does.

NEW BUSINESS

Commissioner Hughes suggested the camera that is showing a live feed of jail construction progress that is running on the County website be pointed to Bike Time for the weekend to increase interest in the County website. Discussion ensued.

PUBLIC COMMENT

Frederick D. Johnson, Jr., Chief Public Defender presented an update on development of the Public Defenders office. Mr. Johnson introduced Intern Kelci Burr who managed the most recent Expungement clinic which serviced over 600 people over two events. Mr. Johnson also introduced Intern Gena Keillor who was challenged to get donations of 50 gifts and exceeded this challenge by collecting over 200 gift donations for the Foster Parents Program Picnic. They have increased the quality of representation in the courtroom for their clients.

Helen Quinn, Michael Quinn's mother, addressed the Board with suggestions for decreasing crime and improving the quality of vacant schools in Muskegon County for use by kids.

Ryan Bennett, Plumbers and Pipefitters Local 174, addressed the Board to thank Muskegon County for hiring local. Mr. Bennett also noted the Local 174 has adopted a park through Friends of Muskegon County Parks. Mr. Bennett also invited everyone to the Gary Conrad golf outing to raise funds for Habitat for Humanity on Saturday, July 26, at 9 a.m. at Moss Ridge.

Charles Fair addressed the Board with concerns about hiring practices for building of the jail noting he has not noticed any construction workers representing the African American population in Muskegon County.

2014-272 **MOVED TO ADJOURN AT 4:49 P.M.**

Moved by Commissioner Hughes, seconded by Commissioner Nash, to adjourn at 4:49 p.m.

Voice vote

Motion Carried

Meeting adjourned at 4:49 p.m.

Nancy A. Waters, County Clerk

NAW/jp

Preliminary Minutes
To be approved at the Full Board Meeting on Tuesday, July 29, 2014