

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

*Lewis Collins
Benjamin E. Cross
James Derezinski
Marvin Engle
Alan Jager
Anthony Longmire*

*Kenneth Mahoney
Scott Plummer
Robert Scolnik
I. John Snider, II
Rillastine R. Wilkins*

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

FULL BOARD MEETING

**October 30, 2012
3:30 P.M.**

Vice Chairman I. John Snider, Presiding

The Full Board Meeting of the Board of Commissioners was called to order by Vice Chairman I. John Snider. Vice Chairman Snider gave the invocation, praying for those on the east coast who are enduring the storm, and for those who have lost their lives. The Pledge of Allegiance was recited in unison.

Roll Call

Present: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I, John Snider, Rillastine Wilkins

Excused: Chairman Mahoney

Also Present: County Administrator Bonnie Hammersley
County Clerk, Nancy A. Waters
Chief Deputy County Clerk, Marcia L. Wilkes
Corporate Counsel Theodore Williams

2012-479 **APPROVAL OF AGENDA**

Moved by Collins, seconded by Cross, to approve the agenda.

Voice vote.

Motion Carried

2012-480 **APPROVE THE FULL BOARD MINUTES OF TUESDAY, OCTOBER 16, 2012**

Moved by Engle, seconded by Wilkins, to approve the Full Board Minutes of Tuesday, October 16, 2012.

Voice vote.

Motion Carried

PUBLIC COMMENT (on an agenda item)

None

PRESENTATION

Mark Miller, Director of Local Health Services at the State Public Health Department presented Director Ken Kraus, along with Kathy Moore (Deputy Health Officer) and Kathy Hayes (Nursing Supervisor) with the Michigan Local Health Department Accreditation Certificate. Muskegon County had stellar results and 48 special recognitions, which included restaurants, communicable diseases, hearing, and vision programs, just to mention a few. (Complete report on pages 290 - 296.)

COMMUNICATIONS

- A. Bay County Board of Commissioners: Resolution in Support of Clean Affordable Renewable Energy
- B. Oceana County Board of Commissioners: Resolution Opposing Ballot Propositions 3 and 5

COMMITTEE REPORTS

2012-481 **ADOPT THE AGREEMENT WITH CGI COMMUNICATIONS TO PROVIDE A WEB-BASED VIDEO TOURBOOK OF MUSKEGON COUNTY'S ASSETS TO BE AVAILABLE ON THE COUNTY WEBSITE, WWW.CO.MUSKEGON.MI.US, AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP12/10 - 11 The Community Development/Strategic Planning Committee recommends, moved by Scolnik, seconded by Cross, to adopt the Agreement with CGI Communications to provide a web-based Video Tourbook of Muskegon County's assets to be available on the county website, www.co.muskegon.mi.us, and to authorize the Chairperson of the County Board to execute the agreement.

Voice vote.

Motion Carried

2012-482 **ADOPT THE AGREEMENT WITH LUNAR COW DESIGN OF AKRON, OHIO TO DEVELOP, DESIGN, PRODUCE, PROVIDE ADVERTISING SALES AND SERVICES, STORE AND DELIVER 62,000 COPIES OF THE OFFICIAL 2013 MUSKEGON COUNTY VISITORS GUIDE FOR A COST OF \$45,677, AND TO AUTHORIZE THE CHAIRPERSON OF THE COUNTY BOARD TO EXECUTE THE AGREEMENT**

CD/SP12/10 – 12 The Community Development/Strategic Planning Committee recommends, moved by Scolnik, seconded by Cross, to adopt the Agreement with Lunar Cow Design of Akron, Ohio to develop, design, produce, provide advertising sales and services, store and deliver 62,000 copies of the official 2013 Muskegon County Visitors Guide for a cost of \$45,677, and to authorize the Chairperson of the County Board to execute the agreement.

Voice vote.

Motion Carried

2012-483 **AUTHORIZE THE CHAIRMAN TO SIGN THE QUIT CLAIM DEED DEEDING THE PARCEL OF PROPERTY DESCRIBED AS: THE WEST 45 FEET OF THE EAST 299 FEET OF THE NORTH 330 FEET OF THE SOUTH 660 FEET OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 22 TOWN 10 NORTH RANGE 16 WEST, TO THE TOWNSHIP OF MUSKEGON FOR THE SALE PRICE OF \$1.00**

CD/SP12/10 – 13 The Community Development/Strategic Planning Committee recommends, moved by Scolnik, seconded by Cross, to authorize the Chairman to sign the Quit Claim Deed deeding the parcel of property described as: The West 45 feet of the East 299 feet of the North 330 feet of the south 660 feet of the Southeast quarter of the Southwest quarter of Section 22 Town 10 North Range 16 West, to the Township of Muskegon for the sale price of \$1.00.

Voice vote.

Motion Carried

2012-484 **APPROVE THE PAYMENT OF THE ACCOUNTS PAYABLE OF \$3,871,895.04 COVERING THE PERIOD OF SEPTEMBER 29, 2012 THROUGH OCTOBER 16, 2012 AS PRESENTED BY THE COUNTY CLERK**

WM12/10 - 134 The Ways and Means Committee recommends, moved by Collins, seconded by Cross, to approve the payment of the accounts payable of \$3,871,895.04 covering the period of September 29, 2012 through October 16, 2012 as presented by the County Clerk.

Roll Call

Yes: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

No: None

Excused: Chairman Mahoney

Motion Carried

2012-485 **ACCEPT FUNDING FROM THE ALCOA FOUNDATION IN THE AMOUNT OF \$50,000 AS PART OF THE MATCH FOR THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES TRUST FUND TO CREATE THE IMPROVEMENTS AT ROTARY PARK AT HERITAGE LANDING, TO NAME THE FISHING PIER/LANDING AS ALCOA LANDING AND AUTHORIZE THE CHAIRMAN OF THE COUNTY BOARD OF COMMISSIONERS TO SIGN THE GRANT AGREEMENT**

WM12/10 – 135 The Ways and Means Committee recommends, moved by Collins, seconded by Cross, to accept funding from the Alcoa Foundation in the amount of \$50,000 as part of the match for the Michigan Department of Natural Resources Trust Fund to create the improvements at Rotary Park at Heritage Landing, to name the fishing pier/landing as Alcoa Landing and authorize the Chairman of the County Board of Commissioners to sign the grant agreement.

Roll Call

Yes: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

No: None

Excused: Chairman Mahoney

Motion Carried

2012-486 **AWARD PURCHASE OF OPEN SHELVING UNITS FOR THE DISTRICT COURT, HOJ RENOVATION PROJECT TO REMCO STORAGE SYSTEMS FOR \$39,287.00 WITH THE COSTS BEING PAID FROM THE HALL OF JUSTICE RENOVATION FUND, 4130-4131**

WM12/10 - 136 The Ways and Means Committee recommends, moved by Collins, seconded by Cross, to award purchase of Open Shelving Units for the District Court, HOJ renovation project to Remco Storage Systems for \$39,287.00 with the costs being paid from the Hall of Justice Renovation Fund, 4130-4131.

Roll Call

Yes: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

No: None

Excused: Chairman Mahoney

Motion Carried

2012-487 **AWARD PURCHASE OF COURTROOM SEATING FOR THE HOJ RENOVATION PROJECT TO CUSTER OFFICE ENVIRONMENTS FOR \$57,401.26 WITH THE COSTS BEING PAID FROM THE HALL OF JUSTICE RENOVATION FUND, 4130-4131**

WM12/10 - 137 The Ways and Means Committee recommends, moved by Collins, seconded by Cross, to award purchase of courtroom seating for the HOJ renovation project to Custer Office Environments for \$57,401.26 with the costs being paid from the Hall of Justice Renovation Fund, 4130-4131.

Roll Call

Yes: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

No: None

Excused: Chairman Mahoney

Motion Carried

2012-488 **ADOPT THE 2012 APPORTIONMENT REPORT AS PREPARED AND
SUBMITTED BY THE MUSKEGON COUNTY EQUALIZATION
DEPARTMENT**

WM12/10 – 138 The Ways and Means Committee recommends, moved by Collins, seconded by Cross, to adopt the 2012 Apportionment Report as prepared and submitted by the Muskegon County Equalization Department.

Roll Call

Yes: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

No: None

Excused: Chairman Mahoney

Motion Carried

2012-489 **AUTHORIZE THE EDUCATION/COMMUNICATION COMMITTEE TO CONTINUE ITS WORK AND TO IMPLEMENT THE FOLLOWING RECOMMENDATIONS: 1) PLACE AN INFORMATION KIOSK; 2) START PUBLISHING THE COUNTY COMMUNICATOR AGAIN; 3) DEVELOP A SHORT DESCRIPTION OF THE SERVICES EACH COUNTY DEPARTMENT PROVIDES; 4) HUMAN RESOURCES WILL START PROVIDING TRAINING PROGRAMS FOR ALL COUNTY EMPLOYEES ON A NUMBER OF TOPICS; 5) THE SHORT DESCRIPTION OF THE SERVICES EACH COUNTY DEPARTMENT PROVIDES (AS REFERENCED IN 3) WILL BE POSTED ON THE CALL 2-1-1 WEBSITE; 6) DEVELOP AN EMPLOYEE RECOGNITION PROGRAM; AND 7) POST ALL COUNTY JOB ANNOUNCEMENTS ON TWITTER**

WM12/10 – 139 The Ways and Means Committee recommends, moved by Collins, seconded by Cross, to authorize the Education/Communication Committee to continue its work and to implement the following recommendations: 1) place an information kiosk (w/computer) in the Hall of Justice atrium staffed with volunteers to give directions and assist the public; 2) start publishing the County Communicator again to distribute information to County employees; 3) develop a short description of the services each County department provides which will be available in print form at the information kiosk and on the intranet for the general public to view; 4) Human Resources will start providing training programs for all County employees on a number of topics; 5) the short description of the services each County department provides (as referenced in 3) will be posted on the Call 2-1-1 website for use by the general public; 6) develop an employee recognition program for County employees and 7) post all County job announcements on twitter.

Roll Call

Yes: Lewis Collins, Benjamin Cross, James Derezinski, Marvin Engle, Alan Jager, Anthony Longmire, Scott Plummer, Robert Scolnik, I. John Snider, Rillastine Wilkins

No: None

Excused: Chairman Mahoney

Motion Carried

CHAIRMAN'S REPORT

Vice Chairman Snider reminded everyone that there was a farewell recognition party for Robert Carter at Brookhaven today (Tuesday, October 30, 2012) for his years of service on the Department of Human Services Board.

COMMITTEE LIAISON REPORTS

Vice Chairman Snider stated that he had attended the WEMET Policy Board meeting. The finances look good for the upcoming year, which is the good news. However, the bad news is that the finances are derived from the forfeitures which means that drug use is on the rise. Commissioner Derezinski asked if 100% of the forfeitures from WEMET go to Ottawa, Allegan, and Muskegon. Vice Chair Snider said yes. Commissioner Scolnik inquired as to what types of things are confiscated and the response was cash, weapons, houses, boats, and other possessions. Commissioner Jager asked if liens have to be paid off on the houses and the answer was yes.

Vice Chairman Snider stated that he also attended the Community Corrections Advisory Board meeting. All programs are being maintained above the level for continued funding. Thank you to the Prosecutor and the Sheriff for making sure that all the programs are moving forward.

Vice Chairman Snider announced that the 2012 GEE Award given through the Muskegon Lakeshore Chamber of Commerce for government encouraging entrepreneurs was given to County Clerk, Nancy A. Waters, at their meeting on October 26, 2012. This was in collaboration with Mary Robb from MSU Extension for providing entrepreneur workshops to Muskegon County citizens.

ADMINISTRATOR'S REPORT

County Administrator Hammersley had nothing to report.

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Derezinski announced that the Little River Band of Ottawa Indians will be holding a press conference at Whitlow's Restaurant on Wednesday, October 31, 2012 at 2:00 p.m. concerning the casino in Muskegon, and Commissioners are invited to attend.

2012-490 **MOVED BY ENGLE, SECONDED BY DEREZINSKI, THAT THE BOARD ADOPT A RESOLUTION FOR CHAIRMAN JOAN SANTES, WHO IS RETIRING FROM THE MUSKEGON COUNTY ROAD COMMISSION AFTER 12 YEARS OF SERVICE.**

Voice vote.

Motion Carried

Commissioner Jager suggested using Township Supervisors on the Muskegon County Road Commission to fill vacancies.

PUBLIC COMMENT (on a new topic)

Roger Nye of Occupy Muskegon filled the Board in on the progress of Occupy Muskegon as this is their one year anniversary. He stated that the camp has been closed due to cold and safety issues. However, Occupy Muskegon will continue to follow the Sappi site issue, the water contamination issues in Dalton Township and Muskegon, as well as other issues.

ADJOURN

2012-491 **MOVED BY PLUMMER, SECONDED BY WILKINS, TO ADJOURN.**

Voice vote.

Motion Carried

Meeting adjourned at 4:02 P.M.

Nancy A. Waters, County Clerk

NAW:mlw

Approved at the Full Board Meeting of November 8, 2012

**Accreditation Certificate Presentation
Public Health-Muskegon County**

October 30, 2012

Public Health-Muskegon County

**Board of Commissioners, Michael E. Kobza Hall of Justice
990 Terrace Street
Muskegon, MI 49442
(231) 724-6520**

Tuesday at 3:30 p.m. in the Muskegon County Courthouse

Ken Kraus

231 7246246

231 7246505

Introductions

I am Mark Miller, Director for Local Health Services, in the Public Health Administration at MDCH. I bring greeting from Jim Haverman, our Director for MDCH and Jean Chabut, the PHA Director.

Good afternoon, and thanks for the opportunity to appear before Commission Chair Ken Mahoney and the rest of the Board of Commissioners, to present this Certificate of Accreditation to Public Health-Muskegon County, Health Officer Ken Kraus, Deputy Director Kathy Moore, Nursing Supervisor Kathy Hayes, and all the employees at Public Health-Muskegon County. The Accreditation Certificate represents a high level of achievement and requires close collaboration on the part of everyone to achieve the high quality of public health services that are the hallmark of Public Health-Muskegon County, and recognizes the important role public health plays in the lives of Muskegon County citizens.

What is Accreditation?

Accreditation of local public health in Michigan was the first program of its type in the nation. This process was developed jointly by representatives from the then Michigan Department of Public Health and representatives from local health departments. Public health standards were developed in 12 program areas and have been modified and improved since then. These standards, if met, ensure programs and personnel are in place to provide, in an efficient and capable manner, a number of critical health services.

What is the Accreditation Process?

There was an intense one week review at the Health Dept. in June of 2012, during which 11 program areas were reviewed with stellar results. Of the 147 applicable essential and 12 important indicators upon which PHMC was reviewed and evaluated, the Health Department met them all, for an outstanding initial compliance of over 100%, a rare feat in the accreditation program. PHMC also completed the Quality Improvement Supplement, with means they'll receive two different certificates. One is Accreditation with Commendation and one for Quality Improvement. Many of these standards are difficult to meet, but Health Officer Kraus and a very committed and talented Health Department team were up to the task. This achievement means PHMC is an excellent department, constantly looking for areas to improve, providing efficient and better service to the residents of Muskegon County.

Recognition

This performance level is not accidental, as this is the 5th time they've been accredited. It requires time, energy, resources and talent. Besides the obvious positive working relationship and continued support of the County Administration and the Commissioners, the Health Dept. has a number of close collaborative relationships within the county and across the state.

Maintaining funding for services and critical positions in the Health Dept. are paramount, and we encourage you to continue funding support for the Department. Most positions are supported by some combination of fees, local resources, state funding, and federal funding. Adequate staffing is critical to maintain the outstanding services provided by PHMC.

Sample Special Recognition Comments from Reviewers: (48 of them)

Powers and Duties

Public Health – Muskegon County (PHMC) demonstrated highly developed methods, protocols, practices, and ordinances by which it assures the execution of its statutory responsibility within the county and under Michigan's Public Health Code.

PHMC remains a recognized, experienced, and relied upon resource in the community for its ability to gather, analyze, report, and distribute usable community health information throughout its extensive collaborative partnership network.

The department leverages that same data for broader community participation in its pursuit of its vision of *Healthy people in a healthy community*.

PHMC leverages its data assets for broader community participation, particularly around health education. A clear example is the area Rotary Club's embrace and promotion of the 1 in 21 "Healthy Muskegon County" initiative. This energizing, collaborative activity is in direct response to the national County Health Rankings.

The addition of a Public Health Improvement Specialist position represents PHMC's commitment to further build out a technical assistance/training resource and evaluative capacity within the department.

Food Service

Special Recognition:

Special recognition is given to PHMC for demonstration of active managerial control of their Food Service Program through the use of an effective quality assurance and self-assessment process.

90%+: temporary food evaluations, evaluation procedures, identifications of risk factors, evaluation of food complaints, enforcement, f/u evaluations, and consumer complaint investigations.....

Communicable Disease

PHMC CD staff do an outstanding job of case investigation and follow-up. Of 24 cases reviewed for the random case review 100% were complete for clinical and epidemiological information. Further, demographic information was near 100% complete, with all cases complete for race and only 2 cases missing ethnicity data.

PHMC also generates quarterly reports of CD's within their jurisdiction, these reports are maintained on the department's website and provide valuable comparison data for community providers and other stakeholders.

Immunization

PHMC staffs their Immunization Clinics over the lunch hour and every afternoon. Appointments are not required to get vaccines. Clients requiring vaccines are always served at the time they are there.

The walk-in clinic hours are expanded to include mornings during school enrollment times. No clients are ever turned away.

WIC clinic hours are in the morning, if a child needs a vaccine they are vaccinated, even though the regular immunization clinic is not in operation.

There have been no unresolved vaccine losses for LHD.

Based on the above report, PHMC has done an outstanding effort in protecting the vaccines that are administered to their clientele.

Muskegon Counties adolescent immunization level is 72% of the 14,163 persons measured. This rate was 44% in September of 2009.

The female HPV rate for the same age group is 35% (state average 20%).

Onsite Sewage Treatment Management

A series of Excel spreadsheets and data queries have been developed to improve the overall organization and handling of the On-Site Sewage Program files.

This new system was observed to be accurately and efficiently managing both system permits and complaint files.

Overall the PHMCHD on-site sewage disposal system final inspections are very neat and provide good documentation of the system installation. It was clear in reviewing the final inspections that the systems were installed in accordance with the conditions specified in the permit.

STD & HIV

PHMC has excellent and highly detailed written policies and procedures to protect privacy while clients are obtaining prevention and care services. Staff have paid particular attention to ensuring that client discussions, private examinations, and medical procedures are protected from the eyes and ears of other clients.

PHMC deserves special recognition for continuing to prioritize pregnant women and HIV/STD infected pregnant women for screening, referral, treatment, and care.

The PHMC deserves special recognition for providing exemplary services via an extensive network of outreach and referral services. **The health department was first recognized for such efforts in 2007, and the agency's staff continue to merit the highest commendation for establishing and maintaining contact with social and health service providers in Muskegon County.**

Hearing

The PHMC hosts 3 Otology clinics each school year. Dr. Potter is the attending otolaryngologist who works at the clinics. This is a fantastic opportunity for the families in Muskegon County to see a doctor and audiologist free of charge. Keep up the good work!

The preschool population is being screened in public and private programs, in Early Childhood Special Education classrooms, Montessori schools, and some Head Start centers.

Breast and Cervical Cancer Screening

2011 Clinical Performance Evaluation (CPE) for Chart Reviews shows breast timeliness at 100% and cervical timeliness at 86%. Both exceed the Centers for Disease Control (CDC) Performance Standard of 75%.

The PHMC BCCCP staff should be commended for their diligent work with providers in assuring BCCCP women consistently receive follow-up care according to the BCCCP medical protocol.

CSHCS

PHMC's procedural statements were extremely thorough and specific. The specificity allowed administrative staff to step in during the absence of program staff to assist and maintain ongoing services for families.

WIC

- The agency's clinic design provides for privacy and confidentiality for WIC service.

- It was observed that staff who performed lab duties were well trained, very professional, and competent.

- Exceptional customer service was noted by reviewer

-7000 clients, with \$4.5 million going to community food vendors

Vision

Gwen has only been with the vision program for a few months and is doing an outstanding job of guiding the program while working towards ensuring that protocol is met. Kudos to Ken and Kathy for providing the time for Gwen to become more comfortable with the protocol and procedures needed to guide the staff in this program.

Grace Park continues to provide outstanding services to the vision program in addition to responsibilities to WIC and Immunizations. Excellent work!

Family Planning

Although Family Planning wasn't reviewed as part of accreditation, a family planning provider is co-located in the building, and I compliment the Department and the Commissioners, on maintaining a model that provides essential services to Muskegon County women.

Closing

As you can see, PHMC is performing admirably across a range of programs. I encourage you to continue this excellent public health work for Michigan residents. Muskegon County creates a standard that many of our health departments should emulate.

I'd also like to thank again PHMC, especially Health Officer Kraus, Deputy Director Moore (credited for organization) and Nursing Director Hayes (credited for report clarity), and all the staff who worked so hard to achieve accreditation.

Your Health Dept. is a very impressive organization, with great leadership, programs, and commitment to efficient services. The citizens of Muskegon County are well-served by this agency. Continued support for the essential services provided by this well-managed entity is needed. We appreciate your continued collaboration and are very impressed with the efficient and innovative programs that are being delivered to residents of Muskegon County.