

# PERSONNEL / WAYS & MEANS COMMITTEE

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## MEMBERS

*Ralph Tillotson, Terry Collins*  
*Committee of the Whole*

## MEETING LOCATION

Chambers  
301 N. Main Street  
Adrian, MI 49221

**Minutes:** Tuesday, November 8, 2022 – 10:01 a.m.

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**Present:** Commissioners Bolton, Goetz, Krasny, Stimpson, Tillotson, Wittenbach, Collins, and Bales

Absent: Commissioner Jenkins-Arno

**Also Present:** Kim Murphy, Jackie Wyse, Matthew Turgeon, Teresa Choate, Shannon Elliott, Jenny Escott, Jim Van Doren, Sheriff Bevier, Capt. Pifer, Carolyn Bater, Rebecca Borton, Jen Ambrose, Roxann Holloway, and Kevon Martis

### I. APPROVAL OF MINUTES

*Motion by Goetz, seconded by Stimpson, to approve the minutes of the October 11, 2022, meeting. Motion carried.*

*Motion by Collins, seconded by Stimpson, to add the Family Court Awareness Proclamation to the consent agenda. Motion carried.*

### II. PERSONNEL BUSINESS

#### A. Employment Changes

Personnel changes were available for review.

#### B. Introduction: Prosecutor Jacqueline Wyse

Administrator Kim Murphy introduced Jackie Wyse as the newly appointed County Prosecutor.

#### C. Corporate Counsel RFP

*Motion by Stimpson, seconded by Collins, to recommend authorizing the County Administrator to solicit proposals for county corporate counsel. Motion carried.*

#### D. Drain Commission-System Operation Leader positions

Jenny Escott reviewed a request to re-activate three System Operation Leader positions. These positions have not been filled since 2007 and the position were not included in the annual budget. There is now a qualified employee that should be promoted to System Operation Leader and to allow the union posting of the position. This is a 100% reimbursed position. The request is for opening the Systems Operation

Leader position at Central Lenawee and that if filled from within the Utility Operation position will be closed.

*Motion by Stimpson, seconded by Bolton, to recommend opening the Systems Operation Leader position at Central Lenawee and if filled from within, close the Utility Operator position. Motion carried.*

**E. Other Personnel Business**

Administrator Murphy announced that official word has been received from Michigan Department of Health and Human Services that Ms. Monica Hunt appointment as Acting Health Officer has been approved effective October 1, 2022 through April 1, 2023.

**III. WAYS AND MEANS BUSINESS**

**A. Finance Reports**

Administrator Murphy reviewed points of interest in the General Fund Income Statement and the Fund Equity Change Report. Notwithstanding the \$9 million transfer made earlier in the year from Delinquent Tax, to General Fund, to the Capital Fund, both revenues and expenses are trending as expected.

**B. 2023 Capital Improvement Plan**

Deputy Administrator Elliott presented the proposed 2023-2027 Capital Improvement Plan.

The General Fund Allocation to the Capital Fund in 2023 is \$1,000,000 which has been distributed between projects in the Building & Grounds, IT, B&G Vehicles/Equipment, Sheriff Vehicles, Parks, and Maurice Spear Campus Divisions.

\$210,450.00	Building & Site Division
\$160,000.00	Maurice Spear Campus Division
\$165,000.00	IT Division
\$33,000.00	Parks Division
\$404,429.70	Sheriff Vehicle Division
<u>\$23,000.00</u>	B & G Equipment
<b>\$995,879.70</b>	<b>Total Request</b>

After making the above referenced allocations, the remaining \$4,120.30 was allocated to the Contingency Division of the Capital Fund.

*Motion by Stimpson, seconded by Whittenbach, to recommend approval of the 2023-2027 Capital Improvement Plan and related project budgets. Motion carried.*

### **C. Governmental Consulting Services, Inc. (GCSI)**

Administrator Murphy reviewed the renewal agreement with GCSI. GCSI assists the county in navigating and pursuing state avenues for funding of various types of county projects and works with our legislators to potentially find funding.

There was discussion regarding the redundancy between this contract and the proposed grant coordinator position.

GCSI seeks state and federal funding and advocates for those funding opportunities at the state level including grants, line-item appropriations, and other avenues of funding.

The Grant Coordinator position, if approved, will work with County Departments to monitor and fulfill grant obligations, as well as, seek additional grant opportunities.

Commissioner Krasny believes it is the job of our state representatives to find state and federal funding opportunities and the County should be having communications with them.

*Motion by Bolton, seconded by Wittenbach, to recommend approval of the retainer agreement with Governmental Consultant Services, Inc. in the amount of \$60,000 effective January 1, 2023 with funding to come from 101.172-801 Admin Professional/Contractual. Roll Call Vote: (6) Yeas: Bales, Bolton, Collins, Goetz, Stimpson, Wittenbach, and Tillotson; (2) Nays: Collins and Krasny; Absent: Jenkins-Arno. Motion carried 6-2-1.*

Commissioner Krasny requested that the GSI contract renewal be removed from the consent agenda.

### **D. Committee Referrals/Recommendations**

#### **1) Criminal Justice Committee**

**Criminal Justice Allocation:** A request for \$28,442.28 from General Fund contingency was reviewed. This will remedy the 2018 posting from E911 funds.

*Motion by Collins, seconded by Wittenbach, to recommend approval of the transfer of \$28,442.28 from General Fund Contingency into the Criminal Justice Allocation Fund. Motion carried.*

**Law Enforcement Contract with Madison Schools:** A request to approve a new contract with Madison Schools for a School Resource Officer was reviewed.

*Motion by Bolton, seconded by Bales, to recommend approval of the contract with Madison Schools for a School Resource Officer. Motion carried.*

**Law Enforcement Contract Renewals:** The renewal contracts with Addison Schools, as well as the Villages of Addison, Deerfield, and Macon were submitted for consideration.

*Motion by Stimpson, seconded by Bolton, to recommend approval of the law enforcement renewal contracts with Addison Schools, as well as, the Villages of Addison, Deerfield, and Macon. Motion carried.*

## **2) IT/Equalization Committee**

**Badge Reader Access:** The Health Department submitted a request to approve the badge access system project within the Health Department in an amount of \$11,495.

*Motion by Bolton, supported by Wittenbach, to recommend approval of the badge reader access project for \$11,495 out of the Health Department. Motion carried.*

**Zencity:** The County has been using Zencity to monitor social media; the contract expired in October 2022. Two proposals from Zencity to continue services were reviewed.

A short-term contract of \$4,000 will provide service through the end of the year. To continue with the same Organic services product, the discounted cost offered to Lenawee County is \$24,000 annually. This includes social media monitoring.

A new product called Community Survey provides personalized survey questionnaires for multiple topics. Zencity will continuously distribute surveys through digital channels and secure representative responses. This provides an in-depth report that can be used to make decisions based on true citizen input. Community Survey service costs \$24,000 annually.

Communications have been turning toward social media .

Jen Ambrose further explained that this is a tool to eliminate the anecdotal noise. During Covid many questions and concerns were addressed in a quick and efficient manner. More recently, a press release went out that was interpreted poorly and the County was able to clarify the information before it escalated.

There was discussion regarding privacy issues and monitoring concerns.

Commissioner Krasny does not believe this is a necessary tool to reach constituents.

Commissioner Bolton believes the service adds to the County's transparency efforts.

Administrator Murphy clarified that there are two proposals before the Commissioners. Zencity Organic services that picks up organic conversation and/or discourse, or confusion, about county programs which in the past has allowed the County to be more responsive its residents.

The second proposal is for the Community Survey product which allows Zencity to create a personalized survey questionnaire for multiple topics as well as benchmarked questions to compare results to similar communities.

*Motion by Stimpson, seconded by Wittenbach, to recommend to Personnel Ways & Means to enter into a License Agreement Addendum with Zencity in the amount of \$4,000 for the Organic service for the period of October 26, 2022 – January 1, 2023 and to enter into a License Agreement Addendum with Zencity in the amount of \$48,000 for both the Organic and Community Survey service for the period of January 1, 2023 – January 1, 2024. . Roll Call Vote: (6) Yeas: Bolton, Collins, Goetz, Stimpson, Wittenbach, Tillotson, and Bales; (2) Nays: Collins and Krasny; Absent: Jenkins-Arno. Motion carried 6-2-1.*

#### **E. Other Ways & Means Business**

Commissioner Stimpson reported that Commissioner Jenkins-Arno has secured funding for Maurice Spear Campus through CSI of Hudson that will allow for technical training of Campus residents. This funding will not be available until June, 2023. This will be handled as a budget adjustment next year.

#### **IV. CONSENT AGENDA**

Commissioner Krasny reiterated his request to have the GCSI Contract Renewal and the Zencity request pulled from the consent agenda tomorrow.

The following proclamations will be placed on the consent agenda.

##### **FAMILY COURT AWARENESS**

**PRO#2022-14**

**WHEREAS**, the purpose of the Family Court Awareness Month is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children, and;

**WHEREAS**, this month, we recognize the importance of empirically-based education and training on domestic violence and child abuse, including emotional, psychological, physical, and sexual abuse, as well as relational and family trauma, coercive control, and post-separation abuse for judges and all professionals working on cases within the family court system, and;

**WHEREAS**, we must create awareness in the family court system about the impact that the opioid epidemic, scarce community resources, and insufficient oversight of governmental bodies impacts our ability to safeguard the children in our community;

**WHEREAS**, we strive to increase awareness on the importance of using scientifically valid, evidence-based, treatment programs and services that are proven in terms of safety, effectiveness, and therapeutic value, and; during Family Court Awareness Month, The County of Lenawee seeks to educate judges and other family court professionals on evidence-based, peer-reviewed research. Such research is a critical component to making decisions that are truly in the best interest of children.

**THEREFORE, BE IT RESOLVED** that the Lenawee County Board of Commissioners hereby declare the month of November, to be **FAMILY COURT AWARENESS MONTH**.

**HOMELESS AWARENESS IN LENAWEЕ COUNTY**

**PRO#2022-15**

**WHEREAS**, there are many paths that lead to homelessness, and it can happen to anyone - from a teenager escaping an abusive home, to a senior citizen on a fixed income that cannot cover rent or a tax increase, to a family who suddenly becomes unemployed.

The Board of Commissioners realize that homelessness continues to be a serious problem for many individuals and families in Lenawee County; and

We would like to recognize organizations and individuals committed to sheltering and providing supportive services to the homeless including the Lenawee County Continuum of Care and its members:

**Associated Charities ~ Cara Snyder ~ Catherine Cobb Safe House ~ Community Action Agency ~ disAbility Connections ~ Family Medical Center ~ Family Promise of Lenawee ~ Goodwill Industries ~ Housing Help of Lenawee ~ Laura VanSickle ~ Legal Services of South Central Michigan ~ Lenawee Community Mental Health Authority ~ Lenawee County Department of Veterans Affairs ~ Lenawee Department of Health & Human Services ~ Lenawee Intermediate School District ~ ProMedica Charles & Virginia Hickman Hospital ~ South Central Michigan Works! ~ Red Cross ~ Region II Area Agency on Aging ~ The Salvation Army ~ TTI ~ United Way of Monroe**

The Lenawee County Continuum of Care coordinates the implementation of a housing and service system that meets the needs of the homeless individuals, unaccompanied youth, and families in Lenawee County; and

We would like to recognize the efforts of this special task force and their legacy of compassion plan to effectively address the path to permanently house everyone who desires housing. The Lenawee County Continuum of Care, consisting of 22 member partners, works through the Legacy of Compassion to end homelessness in Lenawee County.

**NOW THEREFORE BE IT RESOLVED** that although these issues are incessant, the Lenawee County Board of Commissioners proclaims November as **Homeless Awareness Month**; and

**BE IT FURTHER RESOLVED** that the Board of Commissioners hereby encourages all citizens to become aware of the homeless, be familiar with local nonprofit service entities, and understand the support that is essential.

Items listed under Consent Agenda, as well as, actions items approved unanimously at this meeting will be placed on the Board of Commissioners Consent Agenda unless requested to be removed.

**V. PUBLIC COMMENT**

There was no public comment.

**VI. ADJOURNMENT**

*Motion by Bolton, seconded by Wittenbach, to adjourn the meeting at 11:10 a.m.  
Motion carried.*