

FINANCE COMMITTEE

5/21/2008

304 E. Grand River Avenue

7:30 AM

AGENDA

1. **CALL MEETING TO ORDER**
 2. **ROLL CALL**
 3. **APPROVAL OF MINUTES**
Minutes of meeting dated May 8, 2008
 4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
None
 5. **APPROVAL OF AGENDA**
 6. **REPORTS**
 7. **CALL TO THE PUBLIC**
 8. **BUILDING SERVICES**
 - A. RESOLUTION AUTHORIZING THE PURCHASE OF A CLEAN AGENT FIRE EXTINGUISHING SYSTEM FOR THE 911 CENTRAL RADIO ROOM AND THE SHERIFF DEPARTMENT'S COMPUTER ROOM AND BUDGET AMENDMENT - Building Services / General Government Committee / Finance Committee
 9. **MICHIGAN WORKS!**
 - A. RESOLUTION APPROVING A CONTRACT BETWEEN THE OAKLAND LIVINGSTON HUMAN SERVICES AGENCY AND LIVINGSTON COUNTY MICHIGAN WORKS! FOR THE MICHIGAN PRISONER RE-ENTRY INITIATIVE - Michigan Works! / Health & Human Services Committee / Finance Committee
 10. **INFORMATION TECHNOLOGY**
 - A. RESOLUTION AUTHORIZING THE PURCHASE OF ANIMAL CONTROL SOFTWARE FROM RESCUE CONNECTION SOFTWARE OF INCLINE VILLAGE, NEVADA AND BUDGET AMENDMENT- Information Technology / Animal Control / General Government Committee / Finance Committee
 11. **DEPARTMENT OF PUBLIC HEALTH**
 - A. RESOLUTION TO AUTHORIZE A CONTRACT WITH IONIA COUNTY TO PROVIDE SERVICES OF THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH BUSINESS MANAGER TO THE IONIA COUNTY HEALTH DEPARTMENT - Department of Public Health / Health & Human Services Committee / Finance Committee
 12. **ADMINISTRATION**
Discussion: Auditing Services Contract
(See attachment)
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- 08A** RESOLUTION AUTHORIZING THE PURCHASE OF A CLEAN AGENT FIRE EXTINGUISHING SYSTEM FOR THE 911 CENTRAL RADIO ROOM AND THE SHERIFF DEPARTMENT'S COMPUTER ROOM AND BUDGET AMENDMENT - Building Services / General Government Committee / Finance Committee
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- 09A** RESOLUTION APPROVING A CONTRACT BETWEEN THE OAKLAND LIVINGSTON HUMAN SERVICES AGENCY AND LIVINGSTON COUNTY MICHIGAN WORKS! FOR THE MICHIGAN PRISONER RE-ENTRY INITIATIVE - Michigan Works! / Health & Human Services Committee / Finance Committee
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- 10A** RESOLUTION AUTHORIZING THE PURCHASE OF ANIMAL CONTROL SOFTWARE FROM RESCUE CONNECTION SOFTWARE OF INCLINE VILLAGE, NEVADA AND BUDGET AMENDMENT- Information Technology / Animal Control / General Government Committee / Finance Committee
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- 11A** RESOLUTION TO AUTHORIZE A CONTRACT WITH IONIA COUNTY TO PROVIDE SERVICES OF THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH BUSINESS MANAGER TO THE IONIA COUNTY HEALTH DEPARTMENT - Department of Public Health / Health & Human Services Committee / Finance Committee
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- 13. MISCELLANEOUS CLAIMS**
- 14. COMPUTER PRINTOUT**
- 15. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE PURCHASE OF A CLEAN AGENT FIRE EXTINGUISHING SYSTEM FOR THE 911 CENTRAL RADIO ROOM AND THE SHERIFF DEPARTMENT’S COMPUTER ROOM AND BUDGET AMENDMENT - Building Services / General Government Committee / Finance Committee

WHEREAS, the Building Services Department has recognized a need for adequate fire suppression in the 911 center radio room and in the Sheriff Department’s computer room; and

WHEREAS, Building Services is recommending that a clean agent fire extinguishing system be installed in both locations; and

WHEREAS, Building Services has utilized the purchasing policy and has had three separate vendors bid on the projects. Building Services is recommending that Gallagher Fire Equipment Company be awarded the bid at a cost of \$17,185; and

WHEREAS, Building Services will be paying for the projects using line 631-269-819.000 and will be reimbursed by 911 in the amount of \$9,807 through line 261-346-747.000, and by the I.T. Department in the amount of \$7,378 through line 636-258-747.000; and

WHEREAS, the proposed budget amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

WHEREAS, a budget amendment to the Building Services Department fiscal-year 2008 budget in an amount not to exceed \$17,185 for the above purchase.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a purchase order for the installation of a clean agent fire extinguishing system at the 911 center radio room and the Sheriff Department’s computer room installed by Gallagher Fire Equipment Company at a cost not to exceed \$17,185.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approve and adopt the Building Services Department Fiscal-Year 2008 amended budget as follows:

<u>Fund</u>	2008 Amended Budget	Proposed Budget Amendment	Proposed 2008 amended Budget
631	\$2,957,389	\$17,185	\$2,974,574

The budgetary worksheets showing the line-item changes for the proposed 2008 budget amendment will be attached as part of the resolution

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING A CONTRACT BETWEEN THE OAKLAND LIVINGSTON HUMAN SERVICES AGENCY AND LIVINGSTON COUNTY MICHIGAN WORKS! FOR THE MICHIGAN PRISONER RE-ENTRY INITIATIVE - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, The Michigan Prisoner Re-Entry Initiative is a statewide strategic approach to parolee services which seeks to deliver a seamless plan of services, support and supervision from the time a prisoner enters prison through their return to the community; and

WHEREAS, The Michigan Department of Corrections contracts with the Oakland Livingston Human Services Agency (OLHSA) to administer MPRI services in Oakland and Livingston Counties.

WHEREAS, In accordance with MDOC policies, OLSHA issued a Request for Proposals for a variety of re-entry services to parolees; and

WHEREAS, Livingston County Michigan Works! responded to the RFP and was awarded a \$22,000 contract to deliver workforce development and adult education services for the period October 1, 2007 to September 30, 2008 to MPRI parolees in Livingston County, and;

WHEREAS, These services will be delivered by two services providers under contract with Livingston County Michigan Works!, Ross IES and Community Mental Health Services of Livingston County.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners approves entering into a contract with Oakland Livingston Human Services Agency for the period October 1, 2007 to September 30, 2008 in the amount of \$22,000 for the delivery of workforce development services for the Michigan Prisoner Re-entry initiative.

BE IT FURTHER RESOLVED that the Chairman is authorized to sign said contract upon review by Civil Counsel.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE PURCHASE OF ANIMAL CONTROL SOFTWARE FROM RESCUE CONNECTION SOFTWARE OF INCLINE VILLAGE, NEVADA AND BUDGET AMENDMENT – Information Technology / Animal Control Department / General Government Committee / Finance Committee

- WHEREAS,** the Animal Control Department is hereby requesting authorization to purchase software, AC+ 7.0 from Rescue Connection of Incline Village, Nevada, to facilitate daily operations of the department; and
- WHEREAS,** the department has very few of their daily tasks computerized and is in need of an application to streamline the operations of their office; and
- WHEREAS,** several software packages were investigated and AC+ 7.0 was the only one that met their needs; and
- WHEREAS,** the AC+ 7.0 software will be purchased at a one-time cost of \$15,000, \$2,500 in additional funds are needed for the first year's training and hourly support fees; and
- WHEREAS,** this Resolution has been recommended for approval by the Technology Committee; and
- WHEREAS,** the proposed budget amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and
- WHEREAS,** there was only \$12,000 budgeted within the 2008 Animal Control and IT budget; and
- WHEREAS,** the Animal Control Director has identified the a source of funds for the \$5,500 difference within another line item within her budget; and
- WHEREAS,** a budget amendment within the IT budget in an amount not to exceed \$5,500 is necessary to cover the cost to purchase this application.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the purchase of AC+ 7.0 Software from Rescue Connection of Incline Village, Nevada at a cost of \$15,000, additional training and support services at \$2,500 for a total cost not to exceed \$17,500.

BE IT FURTHER RESOLVED that the competitive bid process per the purchasing policy be waived.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby approves and adopts the Information Technology Department Fiscal-Year 2008 amended budget as follows:

<u>Fund</u>	<u>2008 Amended Budget</u>	<u>Proposed Budget Amendment</u>	<u>Proposed 2008 Amended Budget</u>
636	\$3,481,646	\$5,500	\$3,487,146

The budgetary worksheets showing the line-item changes for the proposed 2008 budget amendment will be attached as part of the resolution.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign any necessary documents pertaining to this matter upon review of civil counsel.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE A CONTRACT WITH IONIA COUNTY TO PROVIDE SERVICES OF THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH BUSINESS MANAGER TO THE IONIA COUNTY HEALTH DEPARTMENT - Department of Public Health / Health & Human Services Committee / Finance Committee

WHEREAS, the Ionia County Health Department has contracted with Livingston County for Business Manager services for the past year; and

WHEREAS, there are other counties in the State of Michigan with shared administrative positions in public health departments which have proven both efficient and effective; and

WHEREAS, the Michigan Department of Community Health is in general support of shared administrative positions; and

WHEREAS, the current contract has proved beneficial to both Livingston and Ionia counties.

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes entering into a contract with Ionia County to provide the services of the Business Manager to the Ionia County Health Department for approximately two days per month at a rate of \$422 per day, for the period July 16, 2008 through July 15, 2009.

BE IT FURTHER RESOLVED that Ionia County shall reimburse the Livingston County Health Department for contract services and other reimbursable expenses incurred by the employee during the contract period.

BE IT FURTHER RESOLVED that the Chairman of the Board is authorized to sign the contract upon preparation by civil counsel.

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MOVED:

SECONDED:

CARRIED: