

FINANCE COMMITTEE

2/25/2009

Judicial Center-Jury Room - 204 S. Highlander Way, Howell, MI

7:30 AM

AGENDA

1. **CALL MEETING TO ORDER**
 2. **ROLL CALL**
 3. **APPROVAL OF MINUTES**
 - A. Minutes of meeting dated February 11, 2009
 4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
 5. **APPROVAL OF AGENDA**
 6. **REPORTS**
 7. **CALL TO THE PUBLIC**
 8. **DISTRICT COURT**
 - A. RESOLUTION TO AUTHORIZE DISTRICT COURT TO FILL AN EXISTING ACCOUNT CLERK POSITION WITH AN INTERNAL COURT CANDIDATE AND TO REPLACE SUCH VACANCY WITH TWO PART-TIME EMPLOYEES - District Court / Personnel Committee / Finance Committee
 9. **MICHIGAN WORKS!**
 - A. RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM PLAN UTILIZING EXCESS CARRY-IN FUNDS FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services / Finance
 - B. RESOLUTION REQUESTING THE MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH TO PERMIT LIVINGSTON COUNTY MICHIGAN WORKS TO TRANSFER UP TO 10 PERCENT OF PROGRAM YEARS 2007 AND 2008 VIA ADULT, DISLOCATED WORKER, AND YOUTH FUNDS FOR INCUMBENT WORKER TRAINING - Health & Human Services / Finance
 10. **PUBLIC HEALTH**
 - A. RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS AUTHORIZING THE PURCHASE OF VACCINES FOR THE DEPARTMENT OF PUBLIC HEALTH – Department of Public Health / Health & Human Services / Finance
 - B. RESOLUTION APPROVING A CONTRACT BETWEEN THE COUNTY OF LIVINGSTON AND BONNITA A. DETWEILER FOR BUSINESS MANAGEMENT SERVICES -Public Health / Health & Human Services / Finance
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- 08A** RESOLUTION TO AUTHORIZE DISTRICT COURT TO FILL AN EXISTING ACCOUNT CLERK POSITION WITH AN INTERNAL COURT CANDIDATE AND TO REPLACE SUCH VACANCY WITH TWO PART-TIME EMPLOYEES - District Court / Personnel Committee / Finance Committee

09A RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM PLAN UTILIZING EXCESS CARRY-IN FUNDS FOR LIVINGSTON COUNTY - Michigan Works! / Health & Human Services / Finance

09B RESOLUTION REQUESTING THE MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH TO PERMIT LIVINGSTON COUNTY MICHIGAN WORKS TO TRANSFER UP TO 10 PERCENT OF PROGRAM YEARS 2007 AND 2008 WIA ADULT, DISLOCATED WORKER, AND YOUTH FUNDS FOR INCUMBENT WORKER TRAINING - Health & Human Services / Finance

10A RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS AUTHORIZING THE PURCHASE OF VACCINES FOR THE DEPARTMENT OF PUBLIC HEALTH – Department of Public Health / Health & Human Services / Finance

10B RESOLUTION APPROVING A CONTRACT BETWEEN THE COUNTY OF LIVINGSTON AND BONNITA A. DETWEILER FOR BUSINESS MANAGEMENT SERVICES -Public Health / Health & Human Services / Finance

11. MISCELLANEOUS CLAIMS

12. COMPUTER PRINTOUT

A. Claims Docket for February 25, 2008

(See attachment)

B. Claims Docket for February 25, 2009

(See attachment)

13. ADJOURNMENT

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE DISTRICT COURT TO FILL AN EXISTING ACCOUNT CLERK POSITION WITH AN INTERNAL FULL-TIME COURT CANDIDATE AND TO REPLACE SUCH VACANCY WITH TWO PART-TIME EMPLOYEES - District Court / Personnel Committee / Finance Committee

WHEREAS, the 53RD District Court has an existing position of Account Clerk that has become vacant; and

WHEREAS, for purposes of continuity, the District Court would function more efficiently if this position were to be filled; and

WHEREAS, the funding for same has been approved and is authorized in the 2009 District Court budget; and

WHEREAS, this Resolution has been recommended for approval by the Personnel Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes filling of the vacancy of the full-time Account Clerk position for the 53rd District Court from within the Courts, and

THEREFORE BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the full-time vacancy created by the promotion of the internal union candidate position be filled with two part-time employees.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPROVING THE NO WORKER LEFT BEHIND PROGRAM PLAN
UTILIZING EXCESS CARRY-IN FUNDS FOR LIVINGSTON COUNTY - Michigan Works! /
Health & Human Services / Finance**

WHEREAS, the Michigan Department of Energy, Labor and Economic Growth (MDELEG) has transmitted allocations for the preparation and submission of a local plan for the utilization of Excess Carry-In funding for the Now Worker Left Behind (NWLB) for the time period July 1, 2008, through June 30, 2009; and

WHEREAS, the County of Livingston constitutes a jurisdiction designated as a Michigan Works! Agency (MWA) by the Governor of the State of Michigan; and

WHEREAS, each MWA is required to submit job training plans which describe the planned services and goals for the programs; and

WHEREAS, the Livingston County Excess Carry-In No Worker Left Behind plan proposes to serve eligible individuals with an allocation of \$7,668; and

WHEREAS, the regulations require that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans; and

WHEREAS, the Livingston County Workforce Development Council Executive Committee approved this plan at their February 13, 2009 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby

approves the Excess Carry-In No Worker Left Behind Plan in the amount of \$7,668 for the period of July 1, 2008 to June 30, 2009.

BE IT FURTHER RESOLVED that the Board Chairman is authorized to sign said plan for submission to the Department of Energy, Labor and Economic Growth.

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**MOVED:
SUPPORTED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION REQUESTING THE MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC GROWTH TO PERMIT LIVINGSTON COUNTY MICHIGAN WORKS TO TRANSFER UP TO 10 PERCENT OF PROGRAM YEARS 2007 AND 2008 WIA ADULT, DISLOCATED WORKER, AND YOUTH FUNDS FOR INCUMBENT WORKER TRAINING - Michigan Works! / Health & Human Services / Finance

WHEREAS, The United States Department of Labor has granted the State of Michigan permission to waive certain provisions of the Workforce Investment Act to provide local workforce boards greater flexibility in program design and fund utilization; and

WHEREAS, Local Workforce Boards are thereby permitted to request the transfer of up to 10% of Program Years 2007 and 2008 WIA Adult and Dislocated Worker funds to operate an incumbent worker training program as described in WIA Section 134; and

WHEREAS, Approval of the waiver would allow for the expansion of our local incumbent worker program designed to prevent layoffs, support economic expansion and growth, and provide employed workers with skills needed to compete successfully in today's economy; and

WHEREAS, The expansion of the incumbent worker program would support a number of state and local economic development initiatives, including the 21st Century Jobs Initiative, Regional Skills Alliances, and the Workforce Innovation in Regional Economic Development (WIRED) initiative; and

WHEREAS, Livingston County Michigan Works! will use the same policies, application and approval process and reporting process as is used for the current incumbent worker program operated with Statewide Discretionary funds; and

WHEREAS, Due to increases in WIA training allocations to Livingston County, there are sufficient funds to also significantly increase training opportunities for unemployed county residents; and

WHEREAS, The Workforce Development Council approved the transfer of WIA Adult, Dislocated Worker, and Youth funds to the Incumbent Worker Training program at their July 17, 2008 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the request to the Michigan Dept. of Labor and Economic Growth to transfer up to 10% of PY 2007 and PY 2008 WIA Adult, Dislocated Worker, and Youth funds to operate an incumbent worker training program, consistent with WIA Section 134.

BE IT FURTHER RESOLVED, that the Chairperson is authorized to sign said transfer request for submission to the Michigan Department of Energy, Labor and Economic Growth.

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Moved:

Seconded:

Carried:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS AUTHORIZING THE PURCHASE OF VACCINES FOR THE DEPARTMENT OF PUBLIC HEALTH – Department of Public Health / Health & Human Services / Finance

WHEREAS, the Department of Public Health purchases vaccines to administer to both children and adults throughout the year; and

WHEREAS, our major purchases of vaccines are from three major vendors/manufacturers; and

WHEREAS, the major vendors/manufacturers and amounts are as follows:

Merck Human Health, West Point, PA	\$30,000
Sanofi Pasteur, Chicago, IL	\$10,000
GlaxoSmithKline, Philadelphia, PA	\$10,000

WHEREAS, the price of vaccines is through the Minnesota Multi-State Contract and/or the US Centers for Disease Control and Prevention Contract; and

WHEREAS, funds for the purchase of vaccine have been budgeted for 2009.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the issuance of Blanket Purchase Orders for 2009 to the following vendors/manufacturers and amounts for the purchase of vaccines:

Merck Human Health, West Point, PA	\$30,000
Sanofi Pasteur, Chicago, IL	\$10,000
GlaxoSmithKline, Philadelphia, PA	\$10,000

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING A CONTRACT BETWEEN THE COUNTY OF LIVINGSTON AND BONNITA A. DETWEILER FOR BUSINESS MANAGEMENT SERVICES - Department of Public Health / Personnel Committee / Health & Human Services / Finance

WHEREAS, Livingston County has a need for business management services for the Livingston County Department of Public Health (LCDPH); and

WHEREAS, LCDPH currently has a vacant Business Manager position which it does not wish to fill for budgetary reasons and the proposed Contractor has 31 years experience in business management and can provide the necessary services cost effectively; and

WHEREAS, the proposed Contractor can provide services for approximately one day per week in financial reporting, budgeting, contract management, and audit review; and

WHEREAS, Bonnita A. Detweiler of Howell, Michigan, will provide business management services for the Livingston County Department of Public Health at the rate of Forty Dollars per hour not to exceed Eighteen Thousand Dollars per year for the period of April 6, 2009 through April 5, 2010, with an option for yearly renewal; and

WHEREAS, funding for same is available through the Livingston County Department of Public Health Budget #221.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with Bonnita A. Detweiler for business management services for the Livingston County Department of Public Health at the rate of Forty Dollars per hour not to exceed Eighteen Thousand Dollars per year for the period of April 6, 2009 through April 5, 2010, together with an option for yearly renewal for services described above.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon approval as to form by Civil Counsel.

BE IT FURTHER RESOLVED that, upon satisfactory performance of the contract, as determined by the County Administrator, the Board Chairperson be authorized to sign a yearly renewal as approved as to form by Civil Counsel.

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MOVED:
SECONDED:
CARRIED: