

Finance Committee

1/27/2010

304 E. Grand River Ave., Howell, MI

7:30 AM

AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
Minutes of January 13, 2010
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
None
5. **APPROVAL OF AGENDA**
6. **REPORTS**
7. **CALL TO THE PUBLIC**
8. **RESOLUTIONS FOR CONSIDERATION:**
 - A. EMS
 - B. MI WORKS!
 - C. DEPT. OF PUBLIC HEALTH
 - D. PURCHASING
 - E. JAIL
 - F. DRAIN
 - G. HUMAN RESOURCES
 - H. ADMINISTRATION

A-1 EMS RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR ONE EMS SUPERVISOR– EMS – Health & Human Services Committee / Finance Committee

A-2 EMS RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR FINANCE MANAGER – EMS – Health & Human Services Committee / Finance Committee

A-3 EMS RESOLUTION AUTHORIZING THE WRITE OFF OF BAD DEBT FOR THE YEAR 2006 - EMS / Health & Human Services Committee / Finance Committee

B-1 MI WKS RESOLUTION APPROVING THE SUBMISSION OF THE MICHIGAN WORKS! SYSTEM PLAN FOR THE PERIOD JANUARY 1, 2010, TO DECEMBER 31, 2010 - Michigan Works! / Health & Human Services Committee / Finance Committee

B-2 MI WKS RESOLUTION APPROVING AN EXTENSION TO THE 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

B-3 MI WKS RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT COUNCIL (LIVINGSTON COUNTY MICHIGAN WORKS! AS THE CERTIFIED ONE-STOP OPERATOR - Michigan Works! / Health & Human Services Committee / Finance Committee

B-4 MI WKS RESOLUTION APPROVING THE SUBMISSION OF THE TRADE ADJUSTMENT ASSISTANCE (TAA) ADMINISTRATIVE FUNDING ALLOCATIONS AND CASE MANAGEMENT PLAN - Michigan Works! / Health & Human Services Committee / Finance Committee

B-5 MI WKS RESOLUTION AMENDING RESOLUTION 2009-10-312 AUTHORIZING A LEASE WITH BRIGHTON AREA SCHOOLS FOR THE MICHIGAN WORKS! CAREER TRANSITION CENTER AT THE BRIGHTON EDUCATION COMMUNITY CENTER – 125 CHURCH STREET, BRIGHTON- Michigan Works! / Health & Human Services Committee / Finance Committee

C-1 HEALTH RESOLUTION TO AUTHORIZE THE FILLING OF A VACANT FULL TIME PROGRAM CLERK III POSITION IN THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH - Health Department / Health & Human Services Committee / Finance Committee

C-2 HEALTH RESOLUTION AUTHORIZING THE FILLING OF A VACANT PART-TIME PUBLIC HEALTH NURSE POSITION - Public Health / Health & Human Services Committee / Finance Committee

D-1 PURCH RESOLUTION TO AUTHORIZE THE HIRING OF OUTSIDE LEGAL COUNSEL TO ASSIST THE DEBT MANAGEMENT COMMITTEE FOR FY 2010 - Debt Management Committee / Finance Committee

E-1 JAIL RESOLUTION AUTHORIZING AN AGREEMENT WITH KEEFE COMMISSARY NETWORK TO PROVIDE INMATE TRUST FUND RELEASE SERVICES VIA PREPAID DEBIT CARDS AT THE LIVINGSTON COUNTY SHERIFF DEPARTMENT JAIL – Sheriff Department Jail / Finance Committee

F-1 DRAIN RESOLUTION REQUESTING THE TRANSFER OF UNUSED FUNDS FROM A WALMART ENVIRONMENTAL GRANT AND THE DISCONTINUED LIVINGSTON CLEAN WATER FEST TO FUND 156 LUTZ COUNTY PARK - Drain Commissioner / Finance Committee

G-1 HR RESOLUTION AUTHORIZING THE SIGNING OF THE 2010 SCHEDULE A - RENEWAL TERM (JANUARY 2010 - DECEMBER 2010) ADMINISTRATIVE SERVICES CONTRACT (ASC) WITH BLUE CROSS/BLUE SHIELD OF MICHIGAN - Finance Committee / Full Board

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- G-2 HR** RESOLUTION AUTHORIZING THE SIGNING OF AN UPDATED BUSINESS AGREEMENT BETWEEN LIVINGSTON COUNTY AND MCGRAW WENTWORTH IN COMPLIANCE WITH THE HITECH ACT - Human Resources / Finance Committee / Full Board
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- H-1 ADMIN** RESOLUTION APPOINTING SUE BOSTWICK ACTING EQUALIZATION DIRECTOR - County Administration
-
- H-2 ADMIN** RESOLUTION AUTHORIZING CONTRACT AGREEMENT FOR EQUALIZATION / ADMINISTRATIVE SERVICES FOR THE LIVINGSTON COUNTY EQUALIZATION DEPARTMENT – County Administration
-
- H-3 ADMIN** RESOLUTION AUTHORIZING CONTRACTS FOR LIVINGSTON COUNTY NON-PROFIT PROGRAMS FOR 2010 - County Administration / Health & Human Services Committee / Finance Committee
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- H-4 ADMIN** RESOLUTION TO AMEND RESOLUTION #2009-12-385 WHICH APPROVED THE 2009 FISCAL YEAR- END BUDGET – ADMINISTRATION / FINANCE COMMITTEE
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- 9. ADMINISTRATION**
Discussion: SAD Flowchart (attachment)
Discussion: Preliminary 2009 Year-end Overview (no attachment)
- 10. MISCELLANEOUS CLAIMS**
- 11. COMPUTER PRINTOUT - 2009 and 2010 claims (attached)**
- 12. CLOSED SESSION - Pending Litigation**
- 13. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR ONE ROAD SUPERVISOR
– EMS – Health & Human Services Committee / Finance Committee**

WHEREAS, the EMS Department has determined the need to appropriately train and prepare our management team for the responsibilities of their job description; and

WHEREAS, the EMS Department is recommending we enroll one Road Supervisor for the Ambulance Service Management Certificate Program for the Summer 2010 program; and

WHEREAS, the cost of the program is in the 2010 budget and shall not exceed \$6,500; and

WHEREAS, this Resolution has been recommended for approval by the Health and Human Services Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the EMS Department to enroll one Road Supervisor in the Fitch & Associates Ambulance Service Management Certificate Program in 2010 for a cost not to exceed \$6,500.00.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING FOR FINANCE MANAGER –
EMS – Health & Human Services Committee / Finance Committee**

WHEREAS, the EMS Department has determined the need to appropriately train and prepare our management team for the responsibilities of their job description; and

WHEREAS, the EMS Department is recommending we enroll our Finance Manager for the Ambulance Billing and Coding Compliance Clinic Program for Spring 2010; and

WHEREAS, the clinic is held in Las Vegas, Nevada April 7th-10th; and

WHEREAS, the cost of the program is in the 2010 budget and shall not exceed \$2,500; and

WHEREAS, this Resolution has been recommended for approval by the Health and Human Services Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the EMS Department to enroll the Finance Manager in the Page Wolfberg and Wirth, LLC Ambulance Billing and Coding Compliance Clinic for a cost not to exceed \$2,500.00.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION AUTHORIZING THE WRITE OFF OF BAD DEBT FOR THE YEAR 2006 -
EMS / Health & Human Services Committee / Finance Committee**

WHEREAS, Livingston County EMS Department has identified accounts from the year of 2006 as uncollectible in the amount of \$322,347.08; and

WHEREAS, a detailed list of accounts is attached for the year of 2006; and

WHEREAS, extensive efforts have been made to collect said monies; and

WHEREAS, it is recommended practice by the County Auditor after 3 years to write-off bad debt.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorize the total amount of \$322,347.08 as per attached list for the year 2006, to be written off as bad debt and removed from the Accounts Receivable Control Account as outlined above.

BE IT FURTHER RESOLVED that the Livingston County Treasurer is authorized to reflect the attached accounts, as outlined, and the amount of \$322,347.08 for the year of 2006 be written off as bad debts.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE SUBMISSION OF THE MICHIGAN WORKS! SYSTEM PLAN FOR THE PERIOD JANUARY 1, 2010, TO DECEMBER 31, 2010 - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth (DELEG) has issued a Bureau of Workforce Transformation (BWT) Policy Issuance (PI) 09-27; and

WHEREAS, DELEG has established a document with applicable assurances, certifications, and stipulations for programs funded through the BWT; and

WHEREAS, The Michigan Works! System Plan was devised for this function; and

WHEREAS, Through this policy issuance, the DELEG/BWT requires a Michigan Works! System Plan for the period January 1, 2010, through December 31, 2010 be prepared; and

WHEREAS, The Michigan Works! System Plan must be approved by the Livingston County Workforce Development Council and the Livingston County Board of Commissioners; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved this plan at their January 14, 2010 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the Michigan Works! System Plan for the period January 1, 2010, to December 31, 2010.

BE IT FURTHER RESOLVED that the Chair is authorized to sign said plan 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 APPROVING AN EXTENSION TO THE 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; and

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 \$27,000 contract to deliver workforce development and adult education services for the period October 1, 2008 to September 30, 2009 to MPRI parolees in Livingston County; and

WHEREAS, OLHSA has offered a contract extension for the period October 1, 2009 to September 30, 2010 in the amount of \$35,000; 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 the extension to a contract with Oakland Livingston Human Services Agency for the period October 1, 2009 to September 30, 2010 in the amount of \$35,000 for the delivery of workforce development services for the Michigan Prisoner Re-entry initiative.

BE IT FURTHER RESOLVED that the Chair be authorized to sign said contract amendment.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT COUNCIL (LIVINGSTON COUNTY MICHIGAN WORKS! AS THE CERTIFIED ONE-STOP OPERATOR - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, The Workforce Investment Act (WIA) requires that all One-Stop operators be certified on a annual basis; and

WHEREAS, To accomplish this, the Chief Elected Official (CEO) in cooperation with the local WDB is to select the local One-Stop operator; and

WHEREAS, This selection and certification process will be conducted on an annual basis, in coordination with the recertification of the local Workforce Development Boards (WDBs); and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth (MDELEG)/Bureau of Workforce Transformation (BWT), must be notified of the entity selected to be the One-Stop operator and the process utilized for certification; and

WHEREAS, The Executive Committee of the Livingston County Workforce Development Council recommended at their January 14, 2010 meeting that the Workforce Development Council (Livingston County Michigan Works!) be designated as the One-Stop operator.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby designates the Workforce Development Council (Livingston County Michigan Works!) as the One-Stop operator.

BE IT FURTHER RESOLVED that MDELEG/BWT, be notified that the Workforce Development Council (Livingston County Michigan Works!) has been retained to be the One-Stop operator and staff will maintain documentation of the process utilized for certification.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION APPROVING THE SUBMISSION OF THE TRADE ADJUSTMENT ASSISTANCE (TAA) ADMINISTRATIVE FUNDING ALLOCATIONS AND CASE MANAGEMENT PLAN - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, The Trade and Globalization Adjustment Assistance Act (TGAAA) of 2009 requires states to provide case management services to adversely affected workers and designates funds for that purpose; and

WHEREAS, The TGAAA encourages Michigan Works! Agencies to fully integrate TGAAA participants and resources into the Michigan Works! system; and

WHEREAS, The Michigan Department of Energy, Labor & Economic Growth requires the Livingston County Workforce Development Council to develop a case management plan for the period from October 1, 2009 through September 30, 2010; and

WHEREAS, Livingston County's case management plan allocation is \$12,017; and

WHEREAS, The plan must be approved by both the Workforce Development Council and the Livingston County Board of Commissioners; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved this plan at their January 14, 2010 meeting.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of the TGAAA case management plan for the period of October 1, 2009 through September 30, 2010 in the amount of \$12,017 to the Michigan Department of Energy, Labor and Economic Growth.

BE IT FURTHER RESOLVED that the Chair is authorized to sign said plan 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 AMENDING RESOLUTION 2009-10-312 AUTHORIZING A LEASE WITH BRIGHTON AREA SCHOOLS FOR THE MICHIGAN WORKS! CAREER TRANSITION CENTER AT THE BRIGHTON EDUCATION COMMUNITY CENTER – 125 CHURCH STREET, BRIGHTON - Michigan Works! / Health & Human Services Committee / Finance Committee

WHEREAS, In Resolution 2009-10-312, the Livingston County Board of Commissioners approved a lease with Brighton Area Schools for the Michigan Works! Career Transition Center at the Brighton Education Community Center; and

WHEREAS, Upon the advice of Civil Counsel, it is recommended that the resolution be amended to incorporate terms of the lease; and

WHEREAS, Because of increasing demand for services it has become necessary to for Livingston County Michigan Works! to expand its operations in the county; and

WHEREAS, Under the guidance of the Livingston County Workforce Development Council, the Director of Livingston County Michigan Works! has negotiated a partnership agreement with Brighton Area Schools to open a Career Transition Center at the Brighton Education Community Center, 125 Church Street, Brighton; and

WHEREAS, Services provided at the Career Transition Center are meant to be specialized workshops and services which do not duplicate the services provided at the Michigan Works Livingston Service Center in Howell; and

WHEREAS Brighton Area Schools has agreed to provide office space in the Brighton Community Education Center in exchange for services and other considerations as described in the lease; and

WHEREAS, The Landlord is identified as follows: Brighton Area Schools, 125 Church Street, Brighton, MI 48116; and

WHEREAS, The lease period begins September 8, 2009 to June 30, 2011, with an option to renew contingent upon availability of funding and a continuing need for the services; and

WHEREAS, Funds are available for this purpose from the American Recovery and Reinvestment Act and other federal and state grants administered by Livingston County Michigan Works! and

WHEREAS, Civil Counsel and the Landlord have prepared the lease for the facility, and the lease has been approved by the Brighton Area Schools; and.

WHEREAS, Resolution 2009-10-312 be amended as follows (changes in italics):

WHEREAS, *Terms of the lease provide for a monthly rent of \$495/month, beginning January 1, 2010; and*

WHEREAS, *The County will also make a one time payment with the first month's rent of \$6,868.26 to reimburse Brighton Area Schools for the costs of preparing the leased space for occupancy by Livingston County Michigan Works!; and*

WHEREAS, *The lease also provides for Brighton Area Schools to bill the County monthly for actual costs of phone usage and for any additional space needed for workshops or meetings in accordance with terms specified in the lease.*

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners approves entering into a lease with Brighton Area Schools for the Michigan Works! Career Transition Center commencing September 8, 2009 at the Brighton Education and Community Center, 125 Church Street, Brighton.

BE IT FURTHER RESOLVED *that the Livingston County Clerk is authorized to process payments due the first day of each month to Brighton Area Schools in the amount \$495 from January 1, 2010 to June 30, 2011*

BE IT FURTHER RESOLVED *that in accordance with the terms of the lease, the Livingston County Clerk is authorized to process a one-time payment of \$6,868.26 to Brighton Area Schools for costs incurred preparing the space for occupancy by Livingston County Michigan Works!*

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign said lease with the Brighton Area Schools upon review of Civil Counsel.

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MOVED:
SECONDED::
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE THE FILLING OF A VACANT FULL TIME PROGRAM CLERK III POSITION IN THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH - Health Department / Health & Human Services Committee

WHEREAS, the Department of Public Health recently received notice of the retirement of a full time program clerk III; and

WHEREAS, the Department of Public Health has determined the need to replace this position in order to provide necessary services and maintain minimum program requirements in the Personal and Preventive Health Services Division as specified in the Comprehensive Planning and Budgeting Contract with the Michigan Department of Community Health; and

WHEREAS, funding for this position has been approved and included in the 2010 operating budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the filling of a vacant full time Program Clerk III position in the Livingston County Department of Public Health.

MOVED: # # #
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE FILLING OF A VACANT PART TIME PUBLIC HEALTH NURSE POSITION - Public Health / Health & Human Services Committee

WHEREAS, the Department of Public Health recently received notice of resignation of a part time public health nurse; and

WHEREAS, the Department of Public Health has determined the need to replace this position in order to provide necessary services and maintain minimum program requirements in the Personal and Preventive Health Services Division as specified in the Comprehensive Planning and Budgeting Contract with the Michigan Department of Community Health; and

WHEREAS, funding for this position has been approved and included in the 2010 operating budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the filling of a vacant part time Public Health Nurse position within the Department of Public Health.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE THE HIRING OF OUTSIDE LEGAL COUNSEL TO ASSIST THE DEBT MANAGEMENT COMMITTEE FOR FY 2010 - Debt Management Committee / Finance Committee

WHEREAS, the Debt Management Committee is responsible for providing a comprehensive review of County Policies; and

WHEREAS, the continuation of current economic crisis has not only reduced property values, but has increased the number of delinquent property taxes including unpaid special assessments; and

WHEREAS, rational Board decisions require a clear understanding of the impact of the negative economic influences faced by Livingston County; and

WHEREAS, the Debt Management Committee will continue to require legal assistance in FY 2010 from the firm Dickinson Wright, and specifically Mr. Paul Wyzgoski, for an amount not to exceed \$10,000; and

WHEREAS, there are sufficient funds in the 2010 Delinquent Tax fund to cover this expenditure.

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby approves hiring the firm Dickinson Wright, and specifically Mr. Paul Wyzgoski, for an amount not to exceed \$10,000 to provide legal assistance to the Debt Management Committee for FY 2010.

BE IT FURTHER RESOLVED that the Board Chairman is authorized to sign the agreement.

BE IT FURTHER RESOLVED that funding for this expense shall be paid from the 2010 Delinquent Tax fund.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING AN AGREEMENT WITH KEEFE COMMISSARY NETWORK TO PROVIDE INMATE TRUST FUND RELEASE SERVICES VIA PREPAID DEBIT CARDS AT THE LIVINGSTON COUNTY SHERIFF DEPARTMENT JAIL – Sheriff Department Jail / Finance Committee

WHEREAS, Livingston County Jail currently has a cumbersome check based system to pay out inmate trust account balances at the time of inmate release; and

WHEREAS, Livingston County Jail has the need for an alternative payment process for inmates; and

WHEREAS, Keefe Commissary Network (“KCN”) provides inmate trust fund release services via prepaid debit cards to correctional facilities and will provide the debit cards to Livingston County at the rate of \$3 per card; and

WHEREAS, the pay cards would be considered same as cash and distributed when the inmate is released from the Livingston County Jail facility closing out any remaining account balances and thereby streamlining and simplifying a cumbersome reconciliation and escheating process; and

WHEREAS, Keefe Commissary Network (“KCN”) was awarded the bid to provide inmate commissary services for the jail and with the most recent bid last year offered several additional inmate services including the inmate release debit cards and the newly implemented kiosk for deposits into the inmate trust fund accounts.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves of and authorizes entering into an agreement with Keefe Commissary Network (“KCN”) for inmate trust fund release debit cards at the rate of \$3.00 per card for an initial period of (1) one year with the option to renew for one year.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced agreement upon review of civil counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION REQUESTING THE TRANSFER OF UNUSED FUNDS FROM A WALMART ENVIRONMENTAL GRANT AND THE DISCONTINUED LIVINGSTON CLEAN WATER FEST TO FUND 156- LUTZ COUNTY PARK

WHEREAS, Clean WaterFest was an event coordinated through the office of the Drain Commissioner and the City of Howell, supported by donations of various businesses and organizations, and subsequently discontinued; and

WHEREAS, Walmart Corporation bestowed a grant to the Drain Commissioner's Office in 2000 to be used for an environmental enhancement project on the Shiawassee River; and

WHEREAS, the project was never initiated due to State regulatory obstacles; and

WHEREAS, funds remain in Account 101-000-285-000 for Livingston Clean Water Fest in the amount of approximately \$165.12; and

WHEREAS, funds remain in Account 701-000-285-008 from the Walmart environmental enhancement project in the amount of approximately \$11,258.52; and

WHEREAS, use of these funds for their original purpose is no longer possible and the Drain Commissioner recommends that the transfer of these funds to the Lutz County Park project would be an appropriate use these funds.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the transfer the remaining balances of approximately \$165.12 and \$11,258.52 from Fund 101-000-285-000 and Fund 701-000-285-008 respectively to Fund 156-Lutz County Park.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE SIGNING OF THE 2010 SCHEDULE A – RENEWAL TERM (JANUARY 2010 – DECEMBER 2010) ADMINISTRATIVE SERVICES CONTRACT (ASC) WITH BLUE CROSS BLUE SHIELD OF MICHIGAN - Human Resources / Finance
1/27/10 / Full Board 2/1/10

WHEREAS, the Board of Commissioners has resolved that Livingston County contract with Blue Cross Blue Shield of Michigan to provide health, dental, and vision benefits to its employees and retirees for the 2010 plan year; and

WHEREAS, the Human Resources Department is responsible for the day to day administration of the Livingston County Health Care Plan; and

WHEREAS, the Human Resources Department has received the 2010 Schedule A to renew Livingston County's contract with Blue Cross Blue Shield of Michigan for Administrative Services.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Board Chair to sign the attached Schedule A – Renewal Term (January 2010 – December 2010), as well as any and all documents related to the 2010 renewal of benefits between Livingston County and Blue Cross Blue Shield of Michigan in order for Blue Cross to provide benefits to employees and retirees in the 2010 plan year.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE SIGNING OF AN UPDATED BUSINESS ASSOCIATE AGREEMENT BETWEEN LIVINGSTON COUNTY AND MCGRAW WENTWORTH IN COMPLIANCE WITH THE HITECH ACT - Human Resources / Finance 1/27/10 / Full Board 2/1/10

WHEREAS, Livingston County has contracted with McGraw Wentworth to provide strategic long-term planning, expertise, and benefit consulting services relative to the health and welfare benefits offered by Livingston County; and

WHEREAS, the Human Resources Department has day to day communication with McGraw Wentworth in regard to these services; and

WHEREAS, the Human Resources Department has been notified by McGraw Wentworth that an updated Business Associate Agreement is needed in light of change in federal regulations related to the American Recovery and Reinvestment Act of 2009 (ARRA) which contains the Health Information Technology for Economic and Clinical Health (HITECH) Act; and

WHEREAS, as our benefit consultant, McGraw Wentworth is now required to operate in accordance with enhanced privacy and security guidelines in regard to protected health information; and

WHEREAS, McGraw Wentworth has provided Livingston County with an updated Business Associate Agreement reflecting the new required provisions under the HITECH Act.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Board Chair to sign the updated Business Associate Agreement, as well as any and all related documents, to ensure compliance with the HITECH Act.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION APPOINTING SUE BOSTWICK ACTING EQUALIZATION DIRECTOR -
COUNTY ADMINISTRATION - (GENERAL GOVERNMENT 1/11/10 – FINANCE 1/27/10 – FULL BOARD 2/01/10)**

WHEREAS, the current County Equalization Director will be retiring after 17 years as EQ Director and 31 total years of service with the County; and

WHEREAS, the position of Equalization Director is mandated by the *General Property Tax Act* and the Michigan State Tax Commission to insure the proper county equalized values for real and personal property within the county and to establish a equitable tax base for all the local units of government; coordination of department operations and administration; preparation and supervision of departmental budgets; compliance with State and Federal statutes; and

WHEREAS, the current Deputy Equalization Director, Sue Bostwick, possesses the education, experience, and organizational knowledge, and has submitted her narrative to obtain her Certified Michigan Assessment Evaluator Certificate Level IV, as mandated by state statute for a county this size; demonstrated abilities to assume the responsibilities of the Acting Equalization Director; and

WHEREAS, the General Government committee has reviewed this matter and, having determined the need to maintain continuity of structure and organizational systems, is recommending this short-term solution.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby recognizes the position and value of the Equalization Director and authorizes this short-term appointment.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the appointment of Sue Bostwick to the position of Acting Equalization Director for a period not to exceed six (6) months, during such time the disposition of her Certified Michigan Assessment Evaluator Certificate Level IV should be become known.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners concurs with the recommendation of the General Government Committee and hereby approves the compensation of the newly appointed Acting Equalization Director at Pay Grade R, at the “Hire” step, consistent with existing policy.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACT AGREEMENT FOR EQUALIZATION / ADMINISTRATIVE SERVICES FOR THE LIVINGSTON COUNTY EQUALIZATION DEPARTMENT – Co. ADMINISTRATION (*GENERAL GOVT. 1/11/10 – FINANCE 1/27/10 – FULL BOARD 2/01/10*)

WHEREAS, with the retirement of our Equalization Director, Kathy Towne, the County is mandated by the General Property Tax Act to have a Certified Level IV Michigan Assessment Evaluator; and

WHEREAS, Sue Bostwick, Deputy Equalization Director, has submitted her narrative to obtain her Level IV certification. The results of her submittal should be known in 3-6 months; and,

WHEREAS, David Lee, Founder of Cornerstone Assessing Services, has possessed the required Level IV Certification in Assessment Administration since 1993 and has held various positions at the State, County and local level performing assessing/appraisal functions; and

WHEREAS, through a contractual relationship, Mr. Lee will assist the Equalization Department with the workload, provide oversight and mentoring with the equalization cycle, apportionment requirements and evaluate current processes and procedures;

WHEREAS, it is recommended that we enter into a nine (9) month contract beginning March 1st through November 30th, 2010, for an amount not to exceed \$45,600; and,

WHEREAS, the General Government committee has reviewed this matter and, having determined the need to maintain continuity of structure and organizational systems, is recommending this short-term solution.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorize an agreement with David Lee of Cornerstone Assessing Services, LLC, for Equalization / Administrative services for the Livingston County Equalization Department, for the period of March 1st through November 30th, 2010, for an amount not to exceed \$45,600.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign any necessary documents pertaining to this matter upon preparation and/or review of Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACTS FOR LIVINGSTON COUNTY NON-PROFIT PROGRAMS FOR 2010 - COUNTY ADMINISTRATION / HEALTH & HUMAN SERVICES / FINANCE COMMITTEE

WHEREAS, in Resolution 2009-12-367, the Livingston County Board of Commissioners adopted the 2010 Budget; and

WHEREAS, included in said Budget were appropriations for the various non-profit agencies that provide services to Livingston County citizens; and,

WHEREAS, as directed by the Board of Commissioners, the County’s 2010 non-profit allocation was reduced from 2009 by approximately 10%.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes contracts with the following non-profit vendors in and for said amounts for the period of January 1, 2010, through December 31, 2010.

AGENCY	SERVICE	2010 AWARD
AAA 1-B	DIRECT CARE / PLANNING	\$69,704
	GRANTS MANAGEMENT	\$8,984
CATHOLIC SOCIAL SERVICES	ADULT DAY CARE	\$27,000
O.L.H.S.A.	COUNTY SERVICES	\$117,617
SENIOR NUTRITION	SENIOR MEALS	\$28,400
TOTAL FUNDING:		\$251,705

BE IT FURTHER RESOLVED that the Board Chair be authorized to sign all contracts or other documents necessary to implement this Resolution upon preparation of same by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AMEND RESOLUTION #2009-12-385 WHICH APPROVED THE 2009 FISCAL YEAR- END BUDGET – ADMINISTRATION / FINANCE COMMITTEE

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

WHEREAS, the budget amendment approved on December 21, 2009, did not properly factor in previous budget amendments made during the year within several General Fund departments, thus the beginning budget balances reflected on the supporting budgetary worksheet for Resolution # 2009-12-385 were incorrect; and

WHEREAS, there is a zero net-effect to the 2009 General Fund budget.

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby approves the attached revised supplementary worksheet for the General Fund budget which properly reflects the 2009 fiscal year-end budget.

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**MOVED:
SECONDED:
CARRIED:**