

MEETING MINUTES

LIVINGSTON COUNTY

JANUARY 12, 2015 - 7:30 PM

ADMINISTRATION BUILDING - BOARD CHAMBERS
304 E. Grand River Avenue, Howell, MI 48843

GENERAL GOVERNMENT & HEALTH AND HUMAN SERVICES COMMITTEE

COMM. CHILDS COMM. DOLAN COMM. GREEN COMM. WILLIAMS

OTHERS:
DAVE DOMAS
RICH MALEWICZ
CINDY CATANACH
CAROL GRIFFITH
RON VAN HOUTEN
ROBERTA BENNETT
DEBBIE OBERLE

JANINE DUNNING
KEVIN WILKINSON
CHRIS FOLTS
MATT SHANE
GREGG KELLOGG
DOUG BRITZ

DIANNE McCORMICK
MARK JOHNSON
BILL SLEIGHT
ERICA KARFONTA
BELINDA PETERS
CAROL SUE JONCKHEERE

1. **CALL TO ORDER:** Meeting called to order by: **COMM. DENNIS DOLAN** at 7:3 PM.
2. **APPROVAL OF MINUTES:** MINUTES OF MEETING DATED DECEMBER 8, 2014:

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

3. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS AMENDED, WITH THE ADDITION OF RESOLUTION
#25 AUTHORIZING LIVINGSTON COUNTY JAIL ROOF REPLACEMENT.
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

4. **REPORTS:** **PURCHASING EMS BAD DEBT:** Jeff Boyd gave Members a briefing on the actual meaning of Bad Debt and process involved.
5. **CALL TO THE PUBLIC:** None.
6. **RESOLUTIONS FOR CONSIDERATION.**

7. HEALTH: RESOLUTION AUTHORIZING OUT-OF-STATE TRAINING TO ATTEND NEW PREPAREDNESS COORDINATORS TRAINING AND MENTORING PROGRAM

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

8. MSU EXTENSION: RESOLUTION TO APPROVE THE MEMORANDUM OF AGREEMENT (MOA) WITH MSU EXTENSION AND THE PROPOSED 2015 MSU-E BUDGET

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

9. E.M.S.: RESOLUTION APPROVING THE CREATION OF ONE (1) ADDITIONAL FULL TIME ADMINISTRATIVE ASSISTANT

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

10. ANIMAL CONTROL: RESOLUTION AUTHORIZING THE FILLING OF THREE (3) PART TIME POSITIONS WITHIN ANIMAL CONTROL - LICENSED VET TECH, ANIMAL CARE ASSISTANT (ACA) AND KENNEL ASSISTANT

**RESOLUTION #2015-01-001-GH: FILLING OF THREE (3) PART TIME POSITIONS WITHIN ANIMAL CONTROL - LICENSED VET TECH # 43000103; ANIMAL CARE ASSISTANT (ACA) #43000108; AND, KENNEL ASSISTANT #43000112
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED**

11. CAR POOL: RESOLUTION AUTHORIZING CAPITAL EXPENDITURE AND ISSUANCE OF PURCHASE ORDERS AND TO AMEND THE FISCAL YEAR 2015 BUDGETS FOR MOTOR POOL, SHERIFF ROAD, BUILDING SAFETY, ANIMAL SERVICES, AIRPORT, AND FACILITY SERVICES (VEHICLES)

**RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

12. L.E.T.S.: RESOLUTION OF INTENT TO APPLY FOR FINANCIAL ASSISTANCE FOR STATE FISCAL YEAR 2016 UNDER ACT NO. 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED

**RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

13. **L.E.T.S.:** RESOLUTION AUTHORIZING LETTER OF AGREEMENT FOR TRANSPORTATION SERVICES BETWEEN THE LIVINGSTON COMMUNITY MENTAL HEALTH AUTHORITY AND L.E.T.S.

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

14. **MI WORKS!:** RESOLUTION RETAINING THE WORKFORCE DEVELOPMENT COUNCIL (LIVINGSTON COUNTY MICHIGAN WORKS!) AS THE CERTIFIED ONE-STOP OPERATOR FOR CALENDAR YEAR 2015

RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

15. **MI WORKS!:** RESOLUTION APPROVING THE SUBMISSION OF THE CALENDAR YEAR 2015 MICHIGAN WORKS! SYSTEM PLAN FOR THE PERIOD JANUARY 1, 2015, TO DECEMBER 31, 2015

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

16. **FACILITY SERVICES:** RESOLUTION AUTHORIZING CONTRACTUAL AGREEMENT FOR HVAC SERVICES

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

17. **FACILITY SERVICES:** RESOLUTION AUTHORIZING CONTRACTUAL AGREEMENT FOR GENERATOR MAINTENANCE SERVICES

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED

18. **I.T.:** RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO GOVCONNECTION FOR HARDWARE PURCHASES FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR 2015

RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

19. I.T.: RESOLUTION TO APPROVE A PURCHASE ORDER FOR A ONE-YEAR SERVICE/MAINTENANCE AGREEMENT ON THE COURT RECORDING SYSTEMS FOR LIVINGSTON COUNTY COURTS AND FRIEND OF THE COURT

RECOMMEND MOTION TO: FINANCE
MOVED BY: GREEN / SECONDED BY: CHILDS
YEAS: CHILDS, DOLAN AND GREEN - NAYS: WILLIAMS
MOTION PASSED: 3-1-0

20. I.T.: RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO ULTRALEVEL FOR CONTRACT SERVICES AND HARDWARE PURCHASES FOR THE INFORMATION TECHNOLOGY DEPARTMENT FOR 2015

RECOMMEND MOTION TO: FINANCE
MOVED BY: WILLIAMS / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

21. I.T.: RESOLUTION AUTHORIZING THE PURCHASE OF MUNIS ERP SOFTWARE MAINTENANCE AND SUPPORT

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

22. ADMINISTRATION: RESOLUTION AUTHORIZING CONTRACTS FOR LIVINGSTON COUNTY NON-PROFIT PROGRAMS FOR 2015

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

23. ADMINISTRATION: RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL FOR TWO COUNTY FINANCE STAFF MEMBERS TO ATTEND THE GOVERNMENT FINANCE OFFICER ASSOCIATION (GFOA) ANNUAL CONFERENCE IN PHILADELPHIA, PENNSYLVANIA

RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

24. ADMINISTRATION: RESOLUTION AUTHORIZING THE FILLING OF THE COUNTY ADMINISTRATOR POSITION IN COUNTY ADMINISTRATION

RESOLUTION #2015-01-002-GH: FILLING OF THE COUNTY ADMINISTRATOR POSITION IN COUNTY ADMINISTRATION # 17200101: APPROVED
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED

25. FACILITY SERVICES: RESOLUTION AUTHORIZING LIVINGSTON COUNTY JAIL ROOF REPLACEMENT

**RECOMMEND MOTION TO: FINANCE
MOVED BY: CHILDS / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED**

26. CALL TO THE PUBLIC: None.

27. ADJOURNMENT:

**MOTION TO ADJOURN AT 8:25 PM.
MOVED BY: WILLIAMS / SECONDED BY: GREEN
ALL IN FAVOR - MOTION PASSED**

Respectfully Submitted

CAROL SUE JONCKHEERE
RECORDING SECRETARY