

MEETING MINUTES

LIVINGSTON COUNTY

APRIL 1, 2013 - 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:
CARL PARDON
ELAINE BROWN
DEBBIE OBERLE
JAMES STEINAWAY

TED WESTMEIER
WILLIAM SLEIGHT
CHRIS FOLTS
COMM. LAWRENCE

KEVIN WILKINSON
ROBERTA BENNETT
DIANE GREGOR
COMM. GRIFFITH
COMM. VAN HOUTEN

1. **CALL TO ORDER:** Meeting called to order by: **COMM. STEVE WILLIAMS** at **7:30 PM.**
2. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED MARCH 11, 2013:**

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 PRESENTED.
MOVED BY: DOLAN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

4. **REPORTS:**

➤ **Strategic National Stockpile (SNS) Plan – Ted Westmeier, Health Officer**

Ted Westmeier shared with the Board the results of the SNS evaluation. The evaluation is required by the Centers for Disease Control and Prevention (CDC), this evaluation provided an opportunity to examine the key components of Livingston County's public health preparedness program. The purpose of this program review was to evaluate the status and the ability of Livingston County to carry out the duties and responsibilities required to effectively perform SNS activities in meeting these requests. CDC grant guidance requires that state and local health departments maintain a score of

89%, the health department received a score of 96%. A special thank you was given to the efforts of Don Hayduk, Emergency Preparedness Coordinator along with Jennifer Kramer in making this evaluation successful.

➤ **Michigan Works!**

Bill Sleight provided an overview about the job market and how the skills and education fit into the job market. Engineering and Information Technology are beginning to show a very large increase in the job market today.

➤ **Building Services**

Chris Folts, Director of Building Services, provided an overview of department for the new commissioners; his department is on call 24/7. They maintain and clean 1250 acres of land and 24 buildings (approximately 400,000 square foot of building space). Currently his staff consists of 13 full time/13 part time. The department provides routine maintenance of HVAC equipment, monitor and alarms for various things on a 24 hour basis, negotiate contracts for fire alarms, snow removal, lawn service, elevator maintenance, recycling and garbage pick up. Recently they have received over \$750,000 energy efficiency funds which they have used throughout various buildings to save energy. Current projects are: Revamping of East Complex roof, expansion of Animal Control building and a Veterans Memorial at Old Courthouse.

5. **CALL TO THE PUBLIC:** **None.**

6. **RESOLUTIONS FOR CONSIDERATION.**

7. **PURCHASING - RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT FOR UNIFORM-CLEANING SERVICES WITH MARCY'S LAUNDRY & DRY CLEANING, LLC**

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

8. **MICHIGAN WORKS! RESOLUTION AUTHORIZING A MONTH TO MONTH SUBLEASE BETWEEN THE STATE OF MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET AND THE COUNTY OF LIVINGSTON FOR SPACE AT THE MICHIGAN WORKS! – LIVINGSTON SERVICE CENTER LOCATED 1240 PACKARD DR., HOWELL, MI**

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

9. **VETERANS** RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR TWO VETERANS BENEFITS COUNSELORS FOR ACCREDITATION TRAINING IN RENO NV JUNE 2-8, 2013 AS REQUIRED BY THEIR JOB DESCRIPTIONS

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

10. **ANIMAL CONTROL** RESOLUTION AUTHORIZING THE FILLING OF ONE (1) PART TIME KENNEL ASSISTANT WITHIN ANIMAL CONTROL DUE TO THE VACANCY CREATED BY A PROMOTION OF A KENNEL ASSISTANT TO ANIMAL CONTROL ASSISTANT

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

11. **PUBLIC HEALTH** RESOLUTION AUTHORIZING FILLING THE POSITION OF ONE (1) PART TIME PROGRAM CLERK II DUE TO INCREASED WORK LOAD CREATED BY REDUCTION IN USING VOLUNTEERS

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

12. **EMERGENCY MEDICAL SERVICES** RESOLUTION AUTHORIZING THE PURCHASE OF EMS RADIO EQUIPMENT AND EMERGENCY LIGHTING FOR EMS EMERGENCY RESPONSE VEHICLE

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

13. **INFORMATION TECHNOLOGY** RESOLUTION AUTHORIZING A ONE YEAR MAINTENANCE AGREEMENT WITH VMWARE FOR THE COUNTY'S VMWARE SERVICES RENEWAL

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

14. **ADMINISTRATION** RESOLUTION AUTHORIZING AN AGREEMENT WITH COHL, STOKER & TOSKEY, PC TO PROVIDE LEGAL SERVICES TO LIVINGSTON COUNTY

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

15. BUILDING SERVICES

**RESOLUTION AUTHORIZING CAPITAL IMPROVEMENT EXPENDITURE FOR
RENOVATION FOR THE EAST COMPLEX ROOF**

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

16. ADJOURNMENT:

MOTION TO ADJOURN AT 8:20 PM.
MOVED BY: GREEN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED

Respectfully Submitted

KELLI HAWORTH
RECORDING SECRETARY