

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
CAROL KOENIG

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

COUNTY SERVICES COMMITTEE
RYAN SEBOLT, CHAIR
VICTOR CELENTINO
MARK GREBNER
CAROL KOENIG
EMILY STIVERS
RANDY MAIVILLE
ROBIN NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, FEBRUARY 18, 2020 AT 6:30 P.M., IN CONFERENCE ROOM D & E, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [February 4, 2020](#) Minutes and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Prosecuting Attorney's Office – Resolution to Accept an Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutors Office Under the 2020 STOP [Violence Against Women Grant](#)
2. Facilities Department – Resolution to Authorize a Contract Extension with [Boynton Fire Safety Services, LLC](#) for Fire Prevention Services at Several County Facilities
3. Public Defenders Office
 - a. Request for Approval of Pay Above [Step 2](#) for Managerial-Confidential Employee
 - b. Resolution to Authorize the Conversion of [Clerk Public Defender](#) Position to Full-Time
4. Road Department
 - a. Resolution to Authorize an [Engineering Design Services](#) Contract
 - b. Resolution to Authorize a Letter of Understanding Regarding Weighmaster [Uniforms](#) with Office & Professional Employees International Union (OPEIU), Local 512, Technical-Clerical Unit (TCU)
5. Human Resources
 - a. Resolution to Approve Generic Service Credit Purchase for County Employee: [Rene Franco](#)
 - b. Resolution [Amending Resolution #19-061](#) Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals
6. Health Department – Request for Approval of Pay Above [Step 2](#) for a Jail Medical Provider

7. Controller's Office – Resolution to Authorize Planned Annual Continuing [Education Program](#) for MUNIS
8. Board of Commissioners – Resolution Declaring March 31, 2020 as “[Cesar E. Chavez Day](#)” in Ingham County

Announcements
Public Comment
Adjournment

PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES OR SET TO MUTE OR VIBRATE TO AVOID DISRUPTION DURING THE MEETING

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

COUNTY SERVICES COMMITTEE
February 4, 2020
Draft Minutes

Members Present: Celentino, Grebner, Maiville, Naeyaert, Sebolt, and Stivers.

Members Absent: Koenig

Others Present: Matt Nordfjord, Gordon Love, Commissioner Crenshaw, Heidi Williams, Edward Mogyoros, Robert Bateman, Krystal Davis-Dunn, Natasha Atkinson, Dan Hamilton, Bob Trezise, Dillon Rush, Thomas Muth, Jr., Joan Clous, Bill Conklin, Teri Morton, Becky Bennett, and Michael Tanis.

The meeting was called to order by Chairperson Sebolt at 6:30 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the January 21, 2020 Meeting Minutes

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. GREBNER, TO APPROVE THE MINUTES OF THE JANUARY 21, 2020 COUNTY SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig

Additions to the Agenda

4. Animal Control Department
 - c. Resolution to Authorize a Reorganization of the Ingham County Animal Control and Shelter

Limited Public Comment

Robert Bateman, Ingham County Road Department employee, read a statement into the minutes, which is included as Attachment A.

Edward Mogyoros, Ingham County Road Department employee, stated that he agreed with Mr. Bateman, and he also expressed concerns in regards to employee wages and benefits at the Ingham County Road Department. He further stated that if employee wages were increased and their benefits were improved, the County would be comparable to other counties.

Dan Hamilton, AFSCME Council 25 Negotiator, stated that he agreed with Mr. Bateman and Mr. Mogyoros, and that employee recruitment and retention were as much of a management issue as it was a labor issue. He further stated that the County was full of high-skilled workers, and so the County was in competition with local construction companies.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAEYAERT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Purchasing Department – Resolution to Authorize a Reorganization of the Ingham County Purchasing Department
4. Animal Control Department
 - a. Resolution to Authorize a Letter of Understanding with the Capitol City Labor Program, Inc. (CCLP) Regarding the Starting Wage of a New Hire Veterinary Technician
 - b. Resolution to Authorize a Letter of Understanding with the Capitol City Labor Program, Inc. (CCLP) Regarding After Hours On-Call Pay for Animal Control Officers
 - c. Resolution to Authorize a Reorganization of the Ingham County Animal Control and Shelter
5. Human Resources – Resolution Approving a Letter of Understanding with the Teamsters Local 214 Assistant Public Defenders’ Unit

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig

Chairperson Sebolt stated that he wanted to disclose that he had worked with the Bargaining Unit involved with the Ingham County Purchasing Department in his daytime employment.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

1. Equal Opportunity Committee – Interviews

Krystal Davis-Dunn interviewed for a position on the Equal Opportunity Committee.

Natasha Atkinson interviewed for a position on the Equal Opportunity Committee.

2. LEAP – Review of 2019 Activities and 2020 Projects (*Presentation*)

Bob Trezise, Lansing Economic Area Partnership (L.E.A.P.) President, Dillon Rush, LEAP Tri-County Development Manager, and Thomas Muth, Jr., Economic Development Corporation Board member, presented the Review of 2019 Activities and 2020 Projects to the County Services Committee.

Commissioner Naeyaert stated that she appreciated the work of L.E.A.P., and believed that economic development was important, particularly in the rural parts of the County, because it stimulated growth and activity throughout the entire County.

Chairperson Sebolt thanked Mr. Trezise, Mr. Rush, and Mr. Muth, Jr. for their work, and stated that he would like all of them to come before the County Services Committee in the future.

7. Board Referrals
 - a. Resolution from the Kalkaska County Board of Commissioners Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners
 - b. Resolution from the Ingham County Board of Health in Support of Resolving Issues with Ingham County's Pharmacy Benefit Plan that have Adverse Effects on the Health and Wellbeing of Ingham County Employees
 - c. Resolution from the Ingham Community Health Center Board of Directors Regarding Employee Pharmacy Benefits

Chairperson Sebolt instructed that these matters be placed on file.

6. Road Department – Labor Negotiations (*Closed Session*)

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAEYAERT, AT APPROXIMATELY 7:24 P.M., TO MOVE THE MEETING INTO CLOSED SESSION TO DISCUSS NEGOTIATION SESSIONS WITH COLLECTIVE BARGAINING UNITS PER MCL 15.268(c), AND TO CONSULT WITH THE COUNTY ATTORNEY REGARDING INGHAM CIRCUIT COURT CASE 19-653-CZ PER MCL 15.268(e).

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Absent: Commissioner Koenig

CHAIRPERSON SEBOLT STATED THAT, WITHOUT OBJECTION, THE COUNTY SERVICES COMMITTEE WOULD RETURN TO OPEN SESSION AT APPROXIMATELY 8:10 P.M. Absent: Commissioner Koenig

Discussion.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 8:11 p.m.

ATTACHMENT A

My name is Robert Bateman. I work for the Ingham County Road Department and I'm the union president for AFSCME local 1499. I'm speaking to you tonight to express our concerns about the current wage rates in the Road Department. The County has always been a very desirable place of employment, but with the wages falling behind our neighboring counties, it seems like it no longer is. In the past two years we have lost ten skilled and experienced employees to higher paying jobs and we are no longer attracting qualified applicants. We have open positions that have been vacant for over a year. We believe this issue is a direct result of reduced benefits and noncompetitive wages. The Road Department has not seen any meaningful wage increases in over 13 years. We have accepted 0% and 1% raises throughout this period, with the understanding that the economy was poor and the Road Department simply didn't have the funds in the budget. The funding is there now and it's time for the Road Department to reinvest in its most valuable resource, its employees. To help you better understand the skill set and responsibilities that we require and have acquired, I ask that you please look over the list of training and certifications that I gave you. It clearly shows that there's a whole lot more to what we do than simply plowing snow and filling pot holes. We feel that you have the means to solve our recruitment and retainment problems. This is not only a problem for the employees, but also a county wide issue to maintain and keep our roadways safe for every Ingham County resident. It goes without saying that there are risks involved with putting an unskilled and unqualified person into a first responder position. After comparing our wages and benefits to nearby counties, it's clear to us that Ingham County has fallen behind. We have always been a leading county in the state and our roadways have always reflected that. We ask that you please support us in our goal and help us make Ingham County a leader again. Thank you.

**FEBRUARY 18, 2020 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller recommends approval of the following resolutions:

1. *Prosecuting Attorney's Office – Resolution to Accept an Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutors Office Under the 2020 STOP Violence Against Women Grant*

This resolution will authorize a grant from the Michigan Department of Health and Human Services (MDHHS) to the Ingham County Prosecutor's Office (ICPO) in the amount of \$106,615 under the STOP (Services, Training, Officers, and Prosecutors) Violence Against Women Act of 1994. The grant is awarded to county prosecutors to develop and strengthen the criminal justice system's response to violence against women. ICPO partnered with the Lansing Police Department (LPD) and the 54-A District Court in applying for the grant. Each agency made a separate application and all three agencies were awarded the grant. The 54-A District Court is using the award to set up a domestic violence specialty court. LPD is using the grant to hire a domestic violence investigator. ICPO wishes to hire a full time assistant prosecuting attorney assigned solely to the prosecution of domestic violence and intimate partner violence.

The STOP grant award is for a total of \$106,615. Of that amount, \$79,961 will cover salary and fringes for a new entry level Assistant Prosecuting Attorney position, classified as ICEA-APA Step 01, from January 1, 2020 through September 30, 2020. This position will be eliminated effective October 1, 2020, unless a source of funding is identified.

The remaining \$26,654 is an "in-kind" contribution of ICPO resources. These expenses are not anticipated to require any increase in ICPO's 2020 budget.

See memo for details.

2. *Facilities Department – Resolution to Authorize a Contract Extension with Boynton Fire Safety Services, LLC for Fire Prevention Services at Several County Facilities*

This resolution will authorize entering into an agreement with Boynton Fire Safety Services, LLC., to provide fire prevention services at several County facilities, for an annual not to exceed cost of \$17,505.00. The contract with Boynton Fire Safety Services expires on April 30, 2020. The Facilities Department negotiated with Boynton to maintain their current year price for an additional one year period. The Facilities Department is requesting the extension of the contract through April 30, 2021. Funds for this contract are included in the 2020 budget.

- 3a. *Public Defenders Office – Request for Approval of Pay Above Step 2 for Managerial-Confidential Employee*

Section B.6 of the Managerial and Confidential Employee Personnel Manual allows for compensation of certain new employees to begin above Step 2 of the appropriate pay grade at the discretion of the County Services Committee. Based on the knowledge, skills and demonstrated abilities of the selected candidate, the Public Defenders Office has asked for authorization to hire a new entry level Assistant Public Defender at Step 5 of MC Grade 9.

3b. Public Defenders Office –Resolution to Authorize the Conversion of Clerk Public Defender Position to Full-Time

Currently, the Public Defenders Office staff includes two full-time Clerks and one part-time Clerk, based on the estimated workload of the office. In the 2019-2020 Michigan Indigent Defense Commission grant request from the Public Defenders Office, an increase of the part-time Clerk to full-time was requested and was approved. This resolution would approve this increase, which has a long term cost of \$35,866. The position is a UAW/D classification.

See memo for details.

4a. Road Department – Resolution to Authorize an Engineering Design Services Contract

This resolution will authorize entering into an engineering design services contract with Bergmann Associates for the not to exceed fee of \$111,765.00. The Ingham County Road Department (ICRD) received 2021 Local Bridge Program funding to perform bridge rehabilitation work on the Waverly Road Bridge over the Grand River. The Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced engineering design firms to provide services on an as-needed basis, which was approved Board of Commissioners in Resolution #19-299. Pursuant to this resolution, the Purchasing Department solicited detailed scope of services proposals from the as-needed consultants for the Waverly Road Bridge over Grand River project. Road Department staff reviewed the proposals and is recommending Bergmann Associates for this project.

See memo for details.

4b. Road Department – Resolution to Authorize a Letter of Understanding Regarding Weighmaster Uniforms with Office & Professional Employees International Union (OPEIU), Local 512, Technical-Clerical Unit (TCU)

This resolution will approve a letter of understanding with the OPEIU Union that will modify the Uniform and Safety Shoe Reimbursement, Section 2 of the OPEIU-TCU CBA to add the following:

The Employer will also purchase uniform clothing of a design approved by the Employer only for employees who have been designated and trained by the Employer to serve as Weighmasters. Beginning in 2020, the Employer shall provide eligible Weighmaster employees with up to 3 polo or button down type shirts, type of employee's choosing, 2 pairs of related uniform/cargo pants and a high-visibility cold weather jacket.

Employees will be responsible for normal laundry and care of the uniforms. The Employer at its expense will replace uniform items worn out or damaged by normal use as determined by the employer. Employees will be responsible at their cost or using the \$200 clothing allowance to add any further uniform articles desired by the employee and approved by the employer, and to replace any uniform items lost or damaged by the employee outside of normal work activity.

This change is in response to the retirement of the previous Weighmaster, and the designation as weigh-masters to three Engineering Technicians in the OPEIU-TCU who expressed interest in performing this duty part-time among their other technical duties.

See memo for details.

5a. Human Resources – Resolution to Approve Generic Service Credit Purchase for County
Employee: Rene Franco

Pursuant to Resolution #02-101, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System. Rene Franco has completed the MERS application and received the cost estimate to purchase seven years, six months under the County's plan. This resolution will approve that purchase.

5b. Human Resources – Resolution Amending Resolution #19-061 Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals

Ingham County is a participating municipality with the Municipal Employees' Retirement System of Michigan ("MERS") and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS. MERS requires signatures of an authorized representative to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Document(s).

Resolution #19-061 established authorized signatories for MERS contracts and service credit purchase approvals. This resolution will authorize the necessary clarification of Resolution #19-061 to provide that authorized signatories may execute certain documents "upon approval of the Board."

See memo for details.

6. Health Department – Request for Approval of Pay Above Step 2 for a Jail Medical Provider

Section B.6 of the Managerial and Confidential Employee Personnel Manual allows for compensation of certain new employees to begin above Step 2 of the appropriate pay grade at the discretion of the County Services Committee. Based on the knowledge, skills and demonstrated abilities of the selected candidate, the Health Department has asked for authorization to hire a new Jail Medical Provider at Step 5 of MC Grade A.

7. Controller's Office – Resolution to Authorize Planned Annual Continuing Education Program for MUNIS

This resolution will authorize the purchase of training including travel expenses from Tyler in an amount not to exceed \$18,000, which is available in the Innovation and Technology's Staff Development and Training account. Tyler is the company that supports the MUNIS system Ingham County uses for financial and central services functions. Various departments have been meeting to ensure that we are maximizing our investment in MUNIS, and have identified the need for training in order to address recent losses in institutional knowledge and the need to take advantage of recent enhancements to the system.

See memo for details.

8. Board of Commissioners – Resolution Declaring March 31, 2020 as "Cesar E. Chavez Day" in Ingham County

A resolution is proposed to honor the memory of Cesar E. Chavez, an extraordinary Mexican-American, Labor Leader and role model, and declares March 31, 2020 as "Cesar E. Chavez Day" in Ingham County.

Agenda Item 1

TO: Board of Commissioners Law & Courts, Finance, and County Services Committees

FROM: Mike Cheltenham, Chief Assistant Prosecuting Attorney

DATE: February 3, 2020

SUBJECT: Resolution to Authorize an Agreement between the Michigan Department of Health and Human Services and the Ingham County Prosecutor's Office under the 2020 STOP Violence Against Women Grant

BACKGROUND

The Michigan Department of Health and Human Services (MDHHS) has awarded the Ingham County Prosecutor's Office (ICPO) a grant in the amount of \$106,615 under the STOP Violence Against Women Act of 1994. The STOP (Services, Training, Officers, and Prosecutors) grant is awarded to county prosecutors to develop and strengthen the criminal justice system's response to violence against women. This particular grant is for a focused, coordinated, and multidisciplinary approach to holding domestic violence offenders accountable. To that end, ICPO partnered with the Lansing Police Department (LPD) and the 54-A District Court in applying for the grant. Each agency made a separate application and all three agencies were awarded the grant. The 54-A District Court is using the award to set up a domestic violence specialty court. LPD is using the grant to hire a domestic violence investigator. ICPO wishes to hire a full time assistant prosecuting attorney assigned solely to the prosecution of domestic violence and intimate partner violence.

ALTERNATIVES

If the grant is not accepted, then these new services will not be implemented.

FINANCIAL IMPACT

The STOP grant award is for a total of \$106,615. Of that amount, \$79,961 is provided in actual funding from MDHHS. The remaining \$26,654 is an "in-kind" contribution of ICPO resources. This non-monetary contribution is made by providing work space, supplies, equipment, and other resources. These expenses are not anticipated to require any increase in ICPO's 2020 budget. The actual monetary funding limit of \$79,961 will cover salary and fringes for an entry level APA position, classified as ICEA-APA Step 01, from January 1, 2020 through September 30, 2020.

OTHER CONSIDERATIONS

The grant requires meaningful coordination and collaboration with other criminal justice agencies. To accomplish this goal, the 54-A District Court, LPD, and ICPO will engage in a "focused deterrence" approach for domestic violence offenders in the city of Lansing. Focused deterrence aims to deter acts of intimate partner violence by imposing specific sanctions for engaging in criminal acts and specific benefits for not offending.

RECOMMENDATION

Based on the information provided, I respectfully request approval of the attached resolution.

Introduced by the Law & Courts, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT AN AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES AND THE INGHAM COUNTY PROSECUTORS OFFICE UNDER THE 2020 STOP VIOLENCE AGAINST WOMEN GRANT

WHEREAS, the Ingham County Prosecutor's Office (ICPO) has been approved to receive grant funds in the amount of \$106,615 from the STOP Violence Against Women Grant program administered by the Michigan Department of Health and Human Services (MDHHS) for the period of January 1, 2020 through September 30, 2020; and

WHEREAS, the primary goal of the STOP Grant is to develop and strengthen the criminal justice system's response to violence against women and to enhance victim services; and

WHEREAS, the grant award of \$106,615 will be broken down as follows: \$79,961 of the grant award will fund salary and fringe benefits for a full time assistant prosecuting attorney dedicated to the prosecution of domestic violence and intimate partner violence; and the remaining \$26,654 of the grant award is an "in kind" contribution from the Ingham County Prosecutor's Office for supplies, work space, and equipment which requires no actual monetary contribution from the county; and

WHEREAS, upon authorization to accept the grant, ICPO will use the funding to create a full time assistant prosecuting attorney position to be classified as ICEA APA Step 01; and

WHEREAS, in achieving the goals and objectives of the grant program the ICPO will work in collaboration with the 54-A District Court for the City of Lansing, and the Lansing Police Department, both of whom also received grant awards under this program, to enact a focused deterrence approach to the issue of domestic violence and intimate partner violence within the City of Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners has accepted \$106,651 awarded by the STOP Grant which begins on January 1, 2020 and ends on September 30, 2020.

BE IT FURTHER RESOLVED, that a new Assistant Prosecuting Attorney (ICEA APA01) position is created and authorized through September 30, 2020.

BE IT FURTHER RESOLVED, that, unless a funding source is identified and approved by the Board of Commissioners, this position will be eliminated effective October 1, 2020.

BE IT FURTHER RESOLVED that the Controller/Administrator is authorized to make any necessary adjustments to the 2020 budget and position allocation list consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

Agenda Item 2

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: February 4, 2020

RE: Resolution Authorizing a Contract Extension with Boynton Fire Safety Services, LLC. for Fire Prevention Services at Several County Facilities

For the meeting agendas of: February 18 & 19

BACKGROUND

The contract with Boynton Fire Safety Services expires on April 30, 2020. The Facilities Department negotiated with Boynton for them to hold their prices at \$17,505.00 for a one year period. The Facilities Department would like to extend the contract for one year through April 30, 2021.

ALTERNATIVES

The Alternative would be to put this out for a RFP rather than extending it for one more year.

FINANCIAL IMPACT

Funds are available in the appropriate 931100 maintenance contractual line items.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a contract extension for one year with Boynton Fire Safety Services, LLC. for fire prevention services at several County facilities.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT EXTENSION WITH BOYNTON FIRE SAFETY SERVICES, LLC FOR FIRE PREVENTION SERVICES AT SEVERAL COUNTY FACILITIES

WHEREAS, fire alarm testing, fire extinguisher and fire suppression services are required and necessary in the daily operation of our county facilities; and

WHEREAS, the current agreement expires on April 30, 2020; and

WHEREAS, the Facilities Department would like to extend the agreement for one year through April 30, 2021; and

WHEREAS, the total annual cost for the one year is \$17,505.00; and

WHEREAS, funds for said services are available within the appropriate 931100 maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Boynton Fire Safety Services, LLC., 1031 Northcrest, Lansing, Michigan 48906, to provide fire prevention services at several County facilities, for an annual not to exceed cost of \$17,505.00.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

TO: County Services Committee

FROM: Russel Church, Chief Public Defender

DATE: February 3, 2020

SUBJECT: Request for approval of pay above step 2 for Managerial-Confidential employee

BACKGROUND

On November 15, 2019 one of the original entry level attorneys resigned to pursue other employment. We have advertised the vacancy as an entry level for three reasons: One is that I am comfortable with the experience level I currently have; I would have the new attorney doing essentially the same work as the attorney who left which merits entry level pay and I was not sure what issues that hiring at one of the two higher levels might do to the budget.

We interviewed either 7 or 8 attorneys with a panel consisting of an attorney from the entry level, mid level and senior level as well as a paralegal. The candidate that I have made the conditional offer to was the unanimous first pick of the four. From a review of all the applications, I was leaning the same way. I have discussed salary and benefits with the candidate and she is unable to accept on a step that I can offer.

I believe there is value in having some people with prior institutional public defender experience. Of the 75 initial applicants, only one had any. It was almost twenty years ago and was with an organization in Wayne County that the MIDC did not support being funded. No other candidate from this round had any institutional experience. This candidate came to Michigan from California. I believe her roots are here. She had been an assistant Public Defender in Riverside County for about 3 years. When she got her Michigan license, she went to work for a firm in Okemos. She took about a \$10,000 cut in pay because of the cost of living issues between the two places. If I started her at step 1 or step 2 of the entry level pay chart, she would take another pay cut of more than \$15,000 from her current employment. I am asking to start her at step 5 of the MCF 9 pay chart. It would still be between a \$5,000 and \$10,000 pay cut from her current salary but she would be willing to do that.

In addition to her experience with the Public Defender's office, she has most of a year practicing criminal law in Michigan and about 2 years of disability advocacy in California. She has been licensed for about 5 years. I strongly believe that both her abilities and her experience in the public defender world make her the strongest candidate and would like to compensate her commensurately.

Section B.6 of the Managerial and Confidential Employee Personnel Manual allows that a new Manager or Confidential Employee may be started above Step 2 of the appropriate grade at the discretion of the County Services Committee.

ALTERNATIVES

If we are unable to agree on the compensation package with this candidate, there will likely be a delay in filling this position, and we may need to hire a less qualified candidate.

FINANCIAL IMPACT

The entry level Assistant Public Defenders are classified as MC 9, with the following pay scale for 2020:

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
MC 9	\$59,208.80	\$61,971.29	\$64,866.42	\$67,895.61	\$71,065.43

STRATEGIC PLANNING IMPACT

This proposal supports the Strategic Plan Human Resources and staffing goal to attract and retain exceptional employees who reflect the community they serve and who prioritize public service.

RECOMMENDATION

Based on knowledge, skills and expertise of the chosen candidate, I respectfully recommend that the County Services Committee allow the selected Entry Level Assistant Public Defender candidate to begin at Grade 09, Step 5 of the Managerial and Confidential employee salary schedule.

Agenda Item 3b

TO: Board of Commissioners Law & Courts, County Services and Finance Committees
FROM: Teri Morton, Deputy Controller
DATE: February 5, 2020
SUBJECT: Resolution to Authorize the Conversion of Clerk Public Defender Position to Full-Time
For the meeting agendas of February 13, 18 and 19

BACKGROUND

When the Public Defenders Office was created, staffing included two full-time Clerks and one part-time Clerk, based on the estimated workload of the office. Filling the part-time position with a qualified candidate proved to be challenging, and once the office was operational, it was apparent that the workload justified the increase of the part-time Clerk to full-time. The 2019-2020 MIDC grant request from the Public Defenders Office included this increase, which was funded.

ALTERNATIVES

The Public Defenders Office staffing level could remain as is, and the office will continue its efforts to fill the position at part-time.

FINANCIAL IMPACT

The long term cost to increase this position from part-time to full-time is \$35,866, which is included in the 2019-2020 MIDC grant budget. The position is a UAW/D classification.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of assuring fair and efficient judicial processing, specifically section A 2. (c) of the Action Plan – Develop an indigent defense services plan following guidelines issued by the State through the Michigan Indigent Defense Commission (MIDC).

OTHER CONSIDERATIONS

The UAW is supportive of this increase in staffing.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE CONVERSION OF CLERK PUBLIC DEFENDER
POSITION TO FULL-TIME**

WHEREAS, position #144005, Clerk Public Defender (UAW/D), is classified as a part-time position; and

WHEREAS, the FY20 grant approved by the State of Michigan, the Michigan Indigent Defense Commission (MIDC), and the Department of Licensing and Regulatory Affairs (LARA), and the Ingham County Board of Commissioners included funding to increase this part-time position to full-time; and

WHEREAS, UAW Local 2256 is in support of this staffing increase.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves converting position #144005, Clerk Public Defender, from part-time to full-time.

BE IT FURTHER RESOLVED, that this change shall be effective the first pay period after the adoption of this Resolution, to be funded from the MIDC FY20 grant.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the position allocation list consistent with this resolution.

Agenda Item 4a

TO: County Services and Finance Committees

FROM: Kelly R. Jones, County Highway Engineer & Director of Engineering
Road Department

DATE: February 5, 2020

RE: Proposed Resolution to Award the Waverly Road Bridge Project, as part of the 2019-2021 As-Needed Engineering Design Services Contract

The Ingham County Road Department (ICRD) received 2021 Local Bridge Program funding to perform bridge rehabilitation work on the Waverly Road Bridge over the Grand River (SN 3870). Unfortunately, ICRD staffing is such that many times during the engineering design phase of projects, we don't have the staff, equipment, or expertise to perform all project related data collection, design or document preparation required to meet funding deadlines. Therefore, we must rely on engineering design consultants to perform the work when needed.

In 2019, the Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced engineering design firms to provide the services on an as-needed basis. ICRD staff reviewed the proposals for adherence to county purchasing requirements, experience, expertise, proposed labor rates and overall value to the county. Five (5) consultants were selected and approved by the County Board of Commissioners (Resolution 19-299).

Pursuant to Board Resolution #19-299, the Purchasing Department issued a Request For Quote (RFQ) to the as-needed consultants for engineering design services on the Waverly Road Bridge over Grand River (SN 3870) project. Four of the five consultants provided proposals. Upon staff review and recommendation, Bergmann Associates had the most detailed and thorough scope of work, utilized highly experienced staff, and provided a fee within the anticipated budget for this project, making them the most advantageous consultant for the County.

I respectfully recommend that the Board of Commissioners adopt the attached resolution and accept the service proposal from Bergmann Associates for the Waverly Road Bridge Project.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN ENGINEERING DESIGN SERVICES CONTRACT

WHEREAS, the Ingham County Road Department (ICRD) received 2021 Local Bridge Program funding to perform bridge rehabilitation work on the Waverly Road Bridge over the Grand River (SN 3870); and

WHEREAS, the Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced engineering design firms to provide services on an as-needed basis, subsequently approved by the Ingham County Board of Commissioners in Resolution #19-299; and

WHEREAS, pursuant to Board Resolution #19-299, the Purchasing Department solicited detailed scope of services proposals from the as-needed consultants for the Waverly Road Bridge over Grand River project; and

WHEREAS, Road Department staff reviewed the proposals for adherence to county purchasing requirements, experience, expertise, proposed labor rates and overall value to the county; and

WHEREAS, the Road Department strives to retain the most cost effective consultant who is able to provide the experience and expertise necessary for this project; and

WHEREAS, the Road Department recommends that the Board of Commissioners authorize an engineering design services contract with Bergmann Associates to provide professional engineering services on the Waverly Road over Grand River project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an engineering design services contract with Bergmann Associates, 7050 W. Saginaw Highway, Suite 200, Lansing, MI 48917, for the not to exceed fee of \$111,765.00.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreements that are consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 4b

To: County Services Committee, Finance Committee

From: William Conklin, Managing Director
Road Department

Date: February 5, 2020

RE: Proposed Resolution for Letter of Understanding (LOU) regarding Weighmaster Uniforms with Office & Professional Employees International Union (OPEIU), Local 512, Technical-Clerical Unit (TCU).

BACKGROUND

As provided in Michigan's Motor Vehicle Code, the Road Department enforces Michigan truck weight and size laws on the county roads, which is known as weigh-mastering. Employees serving as Weighmasters wear a uniform approved by the Employer identifying the Employees as Weighmasters when serving in this function as required by law.

The Road Department's previous Weighmaster, was provided weigh-master uniforms by the Employer under a prior version of the OPEIU-TCU Collective bargaining Agreement (CBA), but has now retired.

The Road Department has recently designated as weigh-masters and provided weigh-master training to three Engineering Technicians in the OPEIU-TCU who expressed interest in performing this duty part-time among their other technical duties.

Article 28—Uniform and Safety Shoe Reimbursement, of the OPEIU-TCU CBA provides in pertinent part that the Employer will reimburse the Signal Technician, Engineering Technicians, Surveyor, Buyer, and Engineering/Permits Agent up to \$200.00 per year for work related clothing and boot purchases upon the employee submitting applicable receipts, and will provide necessary insignia patches, including installation, for the employee(s) functioning as a weighmaster;

Employees serving as Weighmasters will also still serve in their other outdoor technical duties. The current \$200 boot clothing allowance is needed for work boots and other work clothing of the Employees' choosing for their other outdoor technical duties.

RECOMMENDATION

Therefore a letter of understanding (LOU) with the OPEIU –TCU is necessary and recommended per the attached resolution to provide the three new weigh-masters new uniforms and provide for maintenance and eventual replacement of the uniforms as they may wear out in the future.

ALTERNATIVES

None available as weigh-mastering and the provision of a uniform are required by Michigan law.

FINANCIAL IMPACT

The initial cost of two full uniforms, an extra shirt, and one cold weather high visibility uniform jacket per employee, with required patches installed, is estimated to cost approximately \$600 per employee, for a total initial expense of an estimated \$1800, which will be covered by the Road fund budget. The proposed LOU would also provide that the Road department at its expense will replace any uniform items worn out or damaged by normal use as determined by the employer. Employees will be responsible at their cost or using the \$200 clothing allowance already provided in the CBA to add any further uniform articles desired by the employee and approved by the employer, and to replace any uniform items lost or damaged by the employee outside of normal work activity.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE LETTER OF UNDERSTANDING REGARDING
WEIGHMASTER UNIFORMS
WITH OFFICE & PROFESSIONAL EMPLOYEES INTERNATIONAL UNION (OPEIU),
LOCAL 512, TECHNICAL-CLERICAL UNIT (TCU)**

WHEREAS, the COUNTY OF INGHAM, a municipal body corporate of the State of Michigan (the “Employer”) and the OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION, Local 512, TECHNICAL CLERICAL UNIT (the “OPEIU Union”) have agreed to a collective bargaining agreement from January 1, 2018, through December 31, 2020 (the “OPEIU-TCU CBA”); and

WHEREAS, Article 28—Uniform and Safety Shoe Reimbursement, of the OPEIU-TCU CBA provides in pertinent part that the Employer will reimburse the Signal Technician, Engineering Technicians, Surveyor, Buyer, and Engineering/Permits Agent up to \$200.00 per year for work related clothing and boot purchases upon the employee submitting applicable receipts, and will provide necessary insignia patches, including installation, for the employee(s) functioning as a weighmaster; and

WHEREAS, under Michigan law, the Employer must enforce Michigan truck weight and size laws on the county roads, known as weigh-mastering, and have its Employees serving as Weighmasters wear a uniform approved by the Employer identifying the Employees as Weighmasters when serving in this function; and

WHEREAS, the previous Weighmaster, who was provided weigh-master uniforms by the Employer under a prior version of the OPEIU-TCU CBA, has retired; and

WHEREAS, the Employer has designated as weigh-masters and provided weigh-master training to three Engineering Technicians in the OPEIU-TCU who expressed interest in performing this duty part-time among their other technical duties; and

WHEREAS, employees serving as Weighmasters will also still serve in other outdoor technical duties, and that the current \$200 boot clothing allowance is needed for work boots and other work clothing of the Employees’ choosing for their other outdoor technical duties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a letter of understanding with the OPEIU Union which provides the following:

1. The parties agree that Article 28—Uniform and Safety Shoe Reimbursement, Section 2 of the OPEIU-TCU CBA is hereby modified to add the following below the current text of Section 2:

The Employer will also purchase uniform clothing of a design approved by the Employer only for employees who have been designated and trained by the Employer to serve as Weighmasters. Beginning in 2020, the Employer shall provide eligible Weighmaster employees with up to 3 polo or button down type shirts, type of employee’s choosing, 2 pairs of related uniform/cargo pants and a high-visibility cold weather jacket.

Employees will be responsible for normal laundry and care of the uniforms. The Employer at its expense will replace uniform items worn out or damaged by normal use as determined by the employer. Employees will be responsible at their cost or using the \$200 clothing allowance to add any further uniform articles desired by the employee and approved by the employer, and to replace any uniform items lost or damaged by the employee outside of normal work activity.

2. All other aspects of the OPEIU CBA will remain unchanged.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary agreement that is consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 5a

TO: Board of Commissioners County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: January 30, 2020
SUBJECT: Resolution to Approve Generic Service Credit Purchase for County Employee: Rene Franco

For the meeting agendas of 2/18 and 2/19

BACKGROUND

Pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS). Rene Franco has completed the MERS application and received the cost estimate to purchase seven (7) years, six (6) months under the County's plan.

ALTERNATIVES

The Board of Commissioners may choose not to approve the request.

FINANCIAL IMPACT

Resolution #02-101 provides that the cost for generic service "must be totally borne by the employee."

STRATEGIC PLAN CONSIDERATIONS

N/A

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve generic service credit purchase for County employee Rene Franco.

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR
COUNTY EMPLOYEE: RENE FRANCO**

WHEREAS, pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees' Retirement System (MERS); and

WHEREAS, the Resolution further provides that the cost for generic service "must be totally borne by the employee"; and

WHEREAS, Rene Franco has completed the MERS application and received the cost estimate to purchase seven (7) years, six (6) months under the County's plan; and

WHEREAS, by Board of Commissioners approval under the standing Resolution, and by the employee's payment to MERS, Mr. Franco will purchase seven (7) years, six (6) months generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Rene Franco, the Board of Commissioners hereby approves the purchase of seven (7) years, six (6) months generic service under County Resolution #02-101.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized on behalf of the County to sign and execute all MERS documents to effectuate and finalize this transaction, subject to approval as to form, by the County Attorney.

TO: County Services and Finance Committees
FROM: Sue Graham, Human Resources Director
DATE: January 30, 2020
SUBJECT: Resolution Amending Resolution #19-061 Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals

For the meeting agendas of 2/18 and 2/19

BACKGROUND

Ingham County (“Employer”) is a participating municipality with the Municipal Employees’ Retirement System of Michigan (“MERS”) and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS. MERS requires signatures of an authorized representative of the Employer to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Document(s).

The Ingham County Board of Commissioners approved Resolution #19-061 establishing authorized signatories for MERS contracts and service credit purchase approvals on February 19, 2019. Clarification of Resolution #19-061 is necessary to provide that authorized signatories may execute certain documents “upon approval of the Board.”

ALTERNATIVES

The Board of Commissioners may choose not to amend Resolution #19-061.

FINANCIAL IMPACT

N/A

STRATEGIC PLAN CONSIDERATIONS

The provisions of the proposed resolution are in furtherance of the following strategic goal(s) and task(s) included in the Strategic Plan:

Goal F. Human Resources and Staffing: Attract and retain exceptional employees who reflect the community they serve and who prioritize public service. Strategy 1: Attract and retain employees who value public service.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to amend Resolution #19-061.

Introduced by the County Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #19-061 ESTABLISHING AUTHORIZED SIGNATORIES FOR MERS CONTRACTS AND SERVICE CREDIT PURCHASE APPROVALS

WHEREAS, Ingham County (“Employer”) is a participating municipality with the Municipal Employees’ Retirement System of Michigan (“MERS”) and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS; and

WHEREAS, MERS requires signatures of an authorized representative of the Employer to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Document(s); and

WHEREAS, the Employer wishes to designate certain job position(s), the holder(s) of which may sign MERS’ contracts relating to the adoption, amendment and termination of MERS’ products, and defined benefit service credit purchase approvals on behalf of Employer to implement decisions and actions of the governing body; and

WHEREAS, this Resolution is not intended to apply to MERS forms or any other MERS document except as specifically mentioned herein; and

WHEREAS, the Ingham County Board of Commissioners approved Resolution #19-061 establishing authorized signatories for MERS contracts and service credit purchase approvals on February 19, 2019; and

WHEREAS, clarification of Resolution #19-061 is necessary to provide that authorized signatories may execute certain documents upon approval of the Board.

THEREFORE, BE IT RESOLVED that the holder(s) of the following job position(s) is/are hereby *Authorized Official(s)* that can sign: (1) MERS Adoption Agreements, Resolutions, Participation Agreements, Administrative Services Agreements, Withdrawal Agreements and any other contracts between MERS and the Employer with respect to Employer’s participation in any MERS-administered product and any amendments and addendums thereto, and (2) MERS Defined Benefit service credit purchase approvals upon approval of the Board:

Chairperson of the Board of Commissioners

BE IT FURTHER RESOLVED, that this Resolution may be revoked in writing or amended by the Ingham County Board of Commissioners at any time, provided that it will not be effective until such writing or amended Resolution is received by MERS. The Ingham County Board of Commissioners agrees that MERS may rely upon this Resolution as conferring signing authority upon the holder(s) of the above job position(s) to bind Employer with respect to MERS.

BE IT FURTHER RESOLVED, that the County Clerk shall send a certified copy of this Resolution to MERS.

TO: County Services Committee
FROM: Linda S. Vail, MPA, Health Officer
DATE: February 3, 2020
SUBJECT: **Authorization to Start a Managerial Employee at Step 5**
For the County Services agenda of February 18, 2020

BACKGROUND

The Health Department has recruited a highly experienced candidate for the Jail Medical Provider Position (MCF A). The candidate presents an unique and extensive background in a diverse set of care applicable to inmate healthcare needs of the Ingham County Jail, including OB, chronic disease management, psychiatry care. The candidate also has worked for ten years in international settings, delivering urgent and routine care in extreme and challenging settings. The Health Department is requesting to offer the top range (Step 5) salary in order to secure this highly experienced professional to the role. Although the Step 5 pay scale falls below market rates and the candidate’s current pay, it is the most competitive package the Health Department has available to offer, which is warranted given that the candidate is motivated, with high interest, skills, and experience.

The Jail Medical Provider is a critical role in Jail Medical, assuring essential health services are provided to inmates of the Ingham County Jail. It is also a strategic position in supporting substance use disorder treatment in the correctional setting using medication assisted treatment models. The position has remained vacant, but for a short one month period in the spring of 2019 when a candidate was hired and resigned. The position has been temporarily filled since July of 2019 through a Locum Tens contractor through Cross Country Staffing. That contractor’s term will end June 30, 2020.

MC SALARY SCHEDULE (Excerpt)

GRADE	STEP 1	STEP2	STEP3	STEP4	STEP5
A	80,315.59	84,605.51	87,993.45	92,100.49	96,400.88

CANDIDATE SUMMARY

Rachel Courter, PA, possesses a background providing a diverse set of care, including founding and overseeing the operation of a Health Center, employing four physicians, in Haiti for ten years. She received a resoundingly positive endorsement from her references, endorsing her stellar patient care skills in the area of family practice, obstetrics and psychiatry integrated primary care. Rachel would be an excellent candidate, presenting an incredibly unique practice experience which includes OB, family practice, urgent care, psychiatry care, and operational management, as well as a high level of comfort working in extreme and challenging environments. Ms. Courter is an incredibly well suited candidate for this role, with a skill set hard to come by in the market.

ALTERNATIVES

The Health Department could opt not to offer the position at a Step 5, resulting in an offer denial, and continued search for a permanent position.

FINANCIAL IMPACT

Annual salary differences among the five steps of Grade A are provided above.

OTHER CONSIDERATIONS

The Health Department is pursuing a market salary exception proposal with Human Resources to raise the salary scale for critical provider positions.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured; as well as A. 1 (w) - Continue work to stem the epidemic of Opioid/Heroin related deaths and crime.

RECOMMENDATION

Based on knowledge, skills and expertise of the chosen candidate, I respectfully recommend that the County Services Committee allow the selected Jail Medical Provider candidate to begin at Grade A, Step 5 of the Managerial and Confidential employee salary schedule.

TO: Board of Commissioners, County Services Committee, and Finance Committee
FROM: Michael A. Townsend, Budget Director
DATE: 01/27/2020
SUBJECT: Planned Annual Continuing Education Program for MUNIS

BACKGROUND

Tyler is the company that supports the MUNIS system Ingham County uses for our financial and central office functions. The various departments who are heavily involved in the system have been meeting to ensure that we are getting the best usage possible from our investment. These meetings have pointed out that we have lost some of our institutional knowledge with the various retirements in the past few years and that we need to take advantage of the enhancements that our last couple of upgrades have allowed. This request is to authorize obtaining training from Tyler for our MUNIS system.

ALTERNATIVES

As this training is particular to a specific software in use there are no alternative vendors.

FINANCIAL IMPACT

The funding for the \$12,363.75 plus estimated travel of \$5,636.00 will come from the County's Innovation and Technology Department's County Staff Development and Training Fund #636-95800-960080.

OTHER CONSIDERATIONS

As MUNIS is at the heart of most County financial activities, it benefits us all to use it in the most efficient manner possible.

STRATEGIC PLANNING IMPACT

This resolution supports multiple overarching long term objectives:

1. Enhance and provide the necessary support and equipment to meet the IT needs of each department to make service delivery to the public more efficient and transparent.
2. Support employee and professional development.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Tyler for MUNIS Planned Annual Continuing Education Program in the amount not to exceed \$18,000.00.

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE PLANNED ANNUAL CONTINUING
EDUCATION PROGRAM FOR MUNIS**

WHEREAS, Tyler is the company that supports the MUNIS system Ingham County uses for our financial and central office functions; and

WHEREAS, as MUNIS is at the heart of most County financial activities, it benefits everyone to use it in the most efficient manner possible; and

WHEREAS, the funds are available in the current budgeted year.

THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby authorize the purchase of training including travel expenses from Tyler in the amount not to exceed \$18,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the Innovation and Technology's Staff Development and Training Fund #63695800-960080.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DECLARING MARCH 31, 2020 AS “CESAR E. CHAVEZ DAY”
IN INGHAM COUNTY**

WHEREAS, the late Cesar E. Chavez developed and lived by a unique blend of values, philosophy and styles; and

WHEREAS, throughout his youth and into his adulthood, Cesar migrated across the southwest laboring in the fields and vineyards where he was exposed to the hardships and injustices of farm worker life; and

WHEREAS, his life as a community organizer began in 1952 when he joined the Community Service Organization (CSO), a prominent Latino civil rights group, in the late 1950s and early 1960s, he served as the national director; and

WHEREAS, his dream was to create an organization to protect and serve farm workers, whose poverty and disenfranchisement he had shared, in 1962, Cesar resigned from the CSO, and founded what is now known as the United Farm Workers of America; and

WHEREAS, for more than three decades Cesar led the first successful farm workers union in American history serving hundreds of thousands of farm workers; and

WHEREAS, he led successful strikes and boycotts that resulted in the first industry-wide labor contracts and the efforts of his union brought about the passage of the groundbreaking 1975 California Agricultural Labor Relations Act to protect farm workers; and

WHEREAS, on April 23, 1993, Cesar Chavez, a true American hero, died of natural causes in San Luis, Arizona shortly before he was scheduled to appear in Lansing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby honors the memory of Cesar E. Chavez, an extraordinary Mexican-American, Labor Leader and role model, and declares March 31, 2020 as “Cesar E. Chavez Day” in Ingham County.