

COUNTY SERVICES COMMITTEE  
June 19, 2018  
Minutes

Members Present: Nolan, Hope, Grebner, Celentino, Sebolt, and Maiville

Members Absent: Naeyaert

Others Present: Scott LeRoy, Sara Deprez, Bill Conklin, Greg Harris, Rick Terrill, Sue Graham, Becky Bennett, Tim Dolehanty, Lindsey LaForte, and others

The meeting was called to order by Chairperson Nolan at 6:00 p.m. in Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the June 5, 2018 Meeting Minutes

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE MINUTES OF THE JUNE 5, 2018 COUNTY SERVICES COMMITTEE MEETINGS.

THE MOTION TO APPROVE THE MINUTES CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

Additions to the Agenda

None.

Limited Public Comment

None.

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

3. Facilities Department
  - b. Resolution to Authorize an Agreement to Replace Entrance Doors and Sidelights
  - c. Resolution to Authorize an Agreement to Provide Pest Control Services at Several County Locations
  
4. Innovation and Technology Department
  - a. Resolution to Approve the Renewal of MUNIS Software Annual Support Agreement from Tyler Technologies
  - b. Resolution to Approve the Support Renewal for Hardware through Avalon Technologies

5. Road Department
  - a. Resolution to Authorize Approval of the Final Plat of Meadow Ridge No. 7
  - b. Resolution to Approve Local Road Agreement with Meridian Township
  - c. Resolution to Authorize Contracts with Michigan Paving & Materials Company for Items I & III of Bid Packet #115-18 and Rejection of All Bids Received for Items II & IV of Bid Packet #115-18 Various County Primary & Local Road Projects
  - e. Resolution to Approve Special and Routine Permits for the Road Department
  
7. Board of Commissioners – Resolution Recognizing Fairview Elementary School

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

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

1. Sheriff's Office – Resolution to Authorize a Reorganization to the Sheriff's Office Field Services Division

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION.

Captain Greg Harris, Ingham County Sheriff, stated that the Sheriff's Office had reduced staff during budget cuts. He further stated that this position was cut at that time and had left a huge gap in supervision of the Road Patrol.

Captain Harris stated that there were only two Sergeants to cover the day shift for seven days a week. He further stated that they pulled supervisors from other units in order to supervise Road Patrol.

Captain Harris stated that it meant those other areas were lacking supervision during the times their supervisors were covering Road Patrol. He further stated that this led to a huge liability in supervision at many levels.

Captain Harris stated that pulling Sergeants from other posts to supervise Road Patrol cost the Sheriff's Office over 680 hours to cover the gap in service. He further stated this reorganization would have a Training Deputy become a Sergeant, and then fill the Training Deputy's position with a Corrections Deputy, which would benefit the Training Division by bringing balanced perspectives.

Captain Harris stated that this reorganization would go back to the way the Sheriff's Office was organized about 15 years ago. He further stated that in order to invest in the Corrections Division they needed representation on the Training Division.

Captain Harris stated that training had been needed from the Corrections side, so this also helped to fill that gap. He further stated that they needed to supervise the Deputies on the Road Patrol and this would do that.

Commissioner Grebner stated that the \$32,000 was the long term cost increase. He asked if there was that much difference between a Deputy and Sergeant.

Tim Dolehanty, Controller, stated that there was quite a difference in the pay scale.

Captain Harris stated that with the pension and benefits, there was even a larger difference in compensation.

Chairperson Nolan asked if the funding for this position was coming out of the food revenue.

Captain Harris stated that would be true for this year, but next year may be different.

Commissioner Grebner stated that the reason there was so much of a difference in wages was because there was a messed up pension for command officers. He further stated that the County was ripped off on this deal about 15 years ago.

Commissioner Grebner stated that there was a magical retirement package about 15 years ago during a 312 arbitration and the pension fund continued to need to be funded at a higher rate. He further stated that the employee had to contribute 19% toward retirement.

Captain Harris stated that he paid just about 19% toward retirement.

Commissioner Grebner stated that the County also contributed a large amount, but each employee has to do so. He further stated that once the hybrid retirement plans took effect for the newer hires, this would not be a problem anymore.

Captain Harris stated that the new Sheriff's administration was very fiscally responsible and some savings may come from other areas.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

2. Circuit Court – Juvenile Division – Resolution to Authorize a Reorganization in the Juvenile Division

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Scott LeRoy, Juvenile Division Deputy Court Administrator, stated that their division was under a 16 year reform of the Juvenile Justice program in Ingham County. He further stated that this reorganization would be considered to be a part of that reform.

Mr. LeRoy stated that in 2007, the Juvenile Division started the Ingham Academy, and in 2008 they started the Ingham County Family Center. He further stated that they had one supervisor when they opened and were serving maybe 60 youth.

Mr. LeRoy stated that they grew quickly and the Ingham Academy had about 100 high-risk children coming in and out of the center daily. He further stated that the hours of operation were 8:00 a.m. to 8:00 p.m.

Mr. LeRoy stated that there was a critical need for a supervisor covering all shifts. He further stated that they had a supervisor working from noon to 8:00 p.m. but lacked coverage from 8:00 a.m. until noon and that was not best practice.

Mr. LeRoy stated that Sara Deprez, Juvenile Programs Director, covered that shift when available, but she was also a part of the management team and needed to focus her attention elsewhere much of the time. He further stated that they had been working toward best practice and an example was their reduction in overcrowding in the detention center.

Mr. LeRoy stated that the detention center had been overcrowded 87 days in 2016, 10 days in 2017, and at this point zero days for 2018. He further stated that they had between 40-44 youth in residential placement in August of the 2015, but as of April 2018 they were averaging 14 youth.

Mr. LeRoy stated that the Juvenile Division had been able to reduce their case load for Court Officers which meant they could eliminate one of those positions. He further stated that they were hoping to post this new position internally and fill it that way.

Commissioner Celentino asked about the elimination of the Juvenile Court Officer and if their union supported this.

Mr. LeRoy stated that the union did not oppose it and he believed that there was a letter from the union in the packet, but perhaps he had forgotten to include it.

**Chairperson Nolan asked that the letters from bargaining units be included in the packets in the future.**

Commissioner Grebner asked which funding source supported this reorganization.

Mr. LeRoy stated that it was funded equally by two sources, the Juvenile Justice Millage and the Child Care Fund reimbursement.

Commissioner Grebner stated that this change would not affect the General Fund and that pleased him.

Chairperson Nolan stated that she would like to know how they had been able to reduce their caseload and overcrowding so much.

Mr. LeRoy stated that it had taken a lot of hard work and they used a model program from the University of Cincinnati to help achieve the reduction. He further stated that the Ingham Academy was the most effective program at reducing recidivism.

Mr. LeRoy stated that low-risk youth had been diverted to other programs. He further stated that last year, they hired a clinical mental health professional to examine all the programs and they would be presenting a report on that in the Fall.

Chairperson Nolan asked if they would present at this Committee too.

Mr. LeRoy stated that they would be happy to present to this Committee. He further stated that Ingham County had reduced recidivism by over 12%.

Chairperson Nolan congratulated them.

Sara Deprez, Juvenile Programs Director, stated that she could not take the credit because it was really the Court Officers who had made the difference. She further stated that they had been tracking protective factors as well as risk factors and it helped to develop relationships.

Ms. Deprez stated that relationships made a huge difference in lives of these youth. She further stated that there was a constant evolution to making these programs work well.

Ms. Deprez stated that she had recently spoken with two other counties that wanted to see how Ingham County was running their program because it was a model system. She further stated that she wanted to thank the the Board of Commissioners for funding these programs..

Chairperson Nolan stated that the Juvenile Justice Millage, which all of Ingham County contributed to, was a great help in funding this initiative.

Commissioner Grebner stated that judicial cooperation must also be responsible for some of these changes. He further stated that the more they listen to staff, the less likely they are to send youth to \$300-a-day treatment out-of-state.

Ms. Deprez stated that they took the risk by listening to staff recommendations, because if something went wrong they would be held more publically accountable and she appreciated their willingness to help.

Commissioner Grebner stated that there was a time with they did not have such good cooperation from the bench.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

3. Facilities Department

- a. Resolution to Authorize A&E Services for Mason Courthouse Clock Tower Repairs

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Commissioner Maiville asked if this work was just for the engineering work.

Rick Terrill, Facilities Director, stated that was true. He further stated that water was coming into the building which was harming the clock tower, and there may be additional issues because there was some damage to the slate roof and flashing that needed repair.

Commission Grebner stated that slate was supposed to be good for 80 years and it was only 26 years old.

Mr. Terrill stated that it just needed a little bit of repair to last longer.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

3. Facilities Department

- d. Notice of Emergency Purchase Order to Replace A/C Unit in Post 4 Office Area at the Sheriff's Office

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Commissioner Grebner stated that the Committee could approve emergency purchase orders and that was fairly narrowly defined to include things that were a risk to property and or safety, but this did not seem to be either of those.

Mr. Terrill stated that some medical conditions caused some people to be unsafe in high temperatures and the people needed to be alert.

Commissioner Grebner stated that perhaps they could loosen their standards to allow these issues to be dealt with on an emergency basis without needing to be a dire situation.

Captain Harris stated that the outdoor temperature affected if this was considered an emergent situation or not.

Commissioner Sebolt asked if they had just recently approved another emergency purchase order for an air conditioner.

Mr. Terrill stated that they had recently done so for another area. He further stated that the age of the jail and the current condition meant that there would continue to be emergency repairs needed.

Commissioner Sebolt stated that he also appreciated that this was needed but did not see it as an emergency.

Commissioner Grebner stated that he was not against this, but he wanted to make it easier to accomplish.

**Chairperson Sebolt asked for an updated emergency purchase policy to be brought to the Committee in August.**

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

5. Road Department

- d. Resolution to Authorize Reclassification of Existing, Currently Vacant, Non-Bargaining Position

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION.

Commissioner Sebolt stated that he wanted to discuss this because it was another reorganization.

Bill Conklin, Road Department Director, stated that the Road Department was making this change because the additional funding for roads meant an increased workload. He further stated that they wanted their assistant engineer to be able to take on more responsibility and improve their engineering department.

Commissioner Sebolt stated that the Board of Commissioners had approved another reorganization earlier this year. He asked how this was different or if there was a relationship with the two positions.

Mr. Conklin stated that previous reorganization had been for a technician and this reorganization was for an engineer, so there was not any interaction between the two. He further stated that this position was the opposite problem, where they needed an engineer with more experience, whereas before they needed a technician with less experience.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.

6. Controller's Office – Resolution to Rescind Resolution #18-099 and to Authorize a Mentor Period for the Financial Services Director Position

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Commissioner Celentino asked Mr. Dolehanty to explain this resolution.

Mr. Dolehanty stated that the Financial Services Department Accountant in the office had all the qualifications for the Financial Services Director position, but had not applied because they were not comfortable with the whole job, including the annual audit process. He further stated that overall, there would be some savings by allowing Jill Rhode, Financial Services Director, to stay on and train the deputy.

Commissioner Celentino asked if the Deputy had been involved in all of the operations.

Mr. Dolehanty stated that she had helped, but had not done every part of the job.

Commissioner Celentino stated that perhaps the directors needed to be training deputies for succession. He further asked if Sue Graham, Human Resources Director, might have some ideas about reposting this position.

Mr. Dolehanty stated that succession planning was very important and they were focusing on encouraging the department heads to do more of it. He further stated that reposting was not an option because they were not attracting quality candidates and would need to hire a firm in order to seek out a quality applicant.

Mr. Dolehanty stated that they could not just fill the position for the sake of filling it, which was why they did not choose any of the interview candidates. He further stated that the candidates interviewed met many of the questions with blank stares.

Commissioner Celentino asked Ms. Graham for her thoughts.

Ms. Graham stated that succession planning was difficult for many organizations. She further stated that there was a difference between accounting and government accounting and the pool was very small.

Ms. Graham stated that they would need to work with a professional recruitment firm if they were to repost this.

Commissioner Hope asked if there was any less expensive training programs.

Ms. Dolehanty stated that he was not sure what those programs would be.

Commissioner Celentino asked how they came up with the compensation for the mentor position.

Mr. Dolehanty stated that it was the amount Ms. Rhode was expecting to make if she took a different position after her retirement.

Commissioner Maiville stated that he thought this was a positive because it would be promoting from within and a cost savings overall.

Chairperson Nolan stated that the decades-long pension system was one reason why employees had a great incentive to stay.

Commissioner Maiville stated that the County just had an Animal Control Officer who left and had interviewed for the Financial Services Director position. He further stated that at the time you could tell she was nearly on a career trajectory to make a good director with a bit more experience and a succession plan might have encouraged her to stay.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Naeyaert.



Announcements

Mr. Dolehanty stated that there was a grievance coming out of one of the nurses' unions and would be presented at the next Committee meeting. He further stated that the next step was for this Committee to decide before it possibly went to arbitration.

Mr. Dolehanty stated that it would be a bit like a hearing and it was the first time the Committee had to do one since he had been with the County. He further stated that the Committee members would be provided some information ahead of time, such as excerpts from the contract.

**Commissioner Sebolt asked for the entire contract to be provided to the Committee, rather than only excerpts.**

Discussion.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:52 p.m.



**BARB BYRUM, CLERK OF THE BOARD**

