

FINANCE COMMITTEE
June 20, 2018
Minutes

Members Present: Grebner, Crenshaw, Anthony, Louney, Koenig, and Schafer

Members Absent: Tennis

Others Present: Scott LeRoy, Sarah Deprez, Bill Conklin, Tim Dolehanty, Michael Townsend, Lindsey LaForte, and others.

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

Approval of the June 6, 2018 Meeting Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER RECOGNIZED THAT THE JUNE 6, 2018 FINANCE COMMITTEE MEETING MINUTES WERE APPROVED AS PRESENTED. Absent: Commissioner Tennis

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Sheriff's Office
 - a. Resolution to Authorize a Reorganization of the Sheriff's Office Field Services Division
 - b. Resolution to Authorize a Contract to Lease the Ingham County Jail Kitchen for Modernized Food Preparation, Packaging, and Delivery
2. Circuit Court – Juvenile Division – Resolution to Authorize a Reorganization in the Juvenile Division
3. Facilities Department
 - a. Resolution to Authorize A&E Services for Mason Courthouse Clock Tower Repairs
 - 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
 - d. Resolution to Authorize an Agreement to Evaluate and Present a Scope of Work for 9-1-1 Center Mechanical Sound Reduction
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 Approve Local Road Agreement with Meridian Township
 - b. 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
 - c. Resolution to Authorize Reclassification of Existing, Currently Vacant, Non-Bargaining Position

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

WITHOUT OBJECTION, THE MOTION WAS RECONSIDERED.

WITHOUT OBJECTION, THE FOLLOWING CONSENT AGENDA WAS APPROVED:

Absent: Commissioner Tennis

1. Sheriff's Office
- a. Resolution to Authorize a Reorganization of the Sheriff's Office Field Services Division
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- 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
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- a. Resolution to Approve Local Road Agreement with Meridian Township
 - b. 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
- c. Resolution to Authorize Reclassification of Existing, Currently Vacant, Non-Bargaining Position

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

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

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. ANTHONY, 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.

Commissioner Koenig asked when the Juvenile Justice Millage was implemented.

Mr. LeRoy stated that it was adopted in 2002.

Commissioner Koenig asked how many graduates had been through the Ingham Academy.

Mr. LeRoy stated that it was close to 60 graduates, although he did not have the exact number.

Commissioner Koenig asked how the salary difference was calculated between the new and old positions.

Mr. LeRoy stated that it was the difference between both positions at the top of scale for salary.

Commissioner Koenig what if they were close to completing this reorganization.

Mr. LeRoy stated that this was the final Committee to approve the reorganization as they had already presented the information at the Law & Courts meeting and County Services had approved the resolution.

Commissioner Koenig asked if this was a formality which would change the job position for a current employee.

Mr. LeRoy stated that this created a second supervisor position and it would be a new position, although they hoped to promote from within.

Commissioner Koenig asked what would happen to the Court Officer whose position was being eliminated.

Mr. LeRoy stated that the position had been vacant since March 2018, so there would not be an impact.

Commissioner Koenig asked how many Juvenile Court Officers were on staff.

Sara Deprez, Juvenile Programs Director, stated that there were 28 Juvenile Court Officers currently and this change would bring the total to 27.

Discussion.

THE MOTION CARRIED UNANIMOUSLY.

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

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION.

Tim Dolehanty, Controller, stated that in November 2017 the Financial Services Director announced her retirement and a search for her replacement had begun around January 2018. He further stated that the position had been posted twice but they had not been able to find a qualified replacement.

Mr. Dolehanty stated that they interviewed three candidates to fill this position but did not find any of them to be a qualified choice. He further stated that they did not have the answers to some basic questions that were asked.

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 the Financial Services Department Accountant was not necessarily a Deputy Director position but it came very close to meeting those qualifications so they had a lot of experience with various duties that were expected of the Director.

Mr. Dolehanty stated that Jill Rhode, Financial Services Director, somewhat reluctantly agreed to stay on and mentor the Financial Services Department Accountant. He further stated that she would be changing her retirement plans which would cost the County about \$30,000.

Mr. Dolehanty stated that overall, there would be some savings by allowing Ms. Rhode to stay on and train the Financial Services Department Accountant to fill the position of Financial Services Director. He further stated that this would be achieved because they would no longer be overlapping Ms. Rhode's service with a new Director's service for 6 months.

Mr. Dolehanty stated that plan "B" to fill this role would be that they would need a recruiting agency because it was difficult to find people qualified for this position. He further stated that some recruiting agencies charged the equivalent to a whole year's salary.

Mr. Crenshaw asked what the additional cost would be.

Mr. Dolehanty stated that it would be a \$30,000.

Chairperson Grebner asked if this would be a full time position. He also asked if this meant Ms. Rhode was delaying her retirement.

Mr. Dolehanty stated that she would still be working as the Financial Services Director and receive her full salary plus \$30,000 to stay on.

Commissioner Koenig asked if the additional salary was in order to compensate Ms. Rhode for delaying her retirement. She asked how much she was currently paid.

Mr. Dolehanty stated that Ms. Rhode's salary was currently about \$99,000. He further stated that the additional compensation was to encourage her to delay her retirement and made up for the difference in what she would have been receiving if she left the County in November 2018.

Commissioner Koenig asked if this would be called a bonus.

Mr. Dolehanty not sure what it would be called, but he would work with the County Attorney.

Commissioner Koenig stated that only other alternative would have been to post this position again.

Mr. Dolehanty stated that it would be an option.

Commissioner Koenig stated that there had already been two rounds of postings for this position.

Mr. Dolehanty stated that first round did not yield any quality candidates and they had interviewed candidates after the second posting but they were not a good fit.

Commissioner Crenshaw asked if Ms. Rhode would stay without the additional \$30,000.

Mr. Dolehanty stated that Ms. Rhode would not necessarily stay without the additional compensation.

Chairperson Grebner asked if there would be a savings because Ms. Rhode would not be collecting her retirement next year. He asked how long she had been employed by the County.

Commissioner Koenig stated that she had been employed for 10 years, but this would not really result in a retirement savings. She further stated that it was unclear if this was a fair amount to be giving for additional compensation considering she was also still receiving a full salary and other compensation from the County.

Mr. Dolehanty stated that it was \$80,000 for eight months in the position of Financial Services Director.

Chairperson Grebner stated that it was his opinion that Department Heads should come to answer the questions and then let them run their own departments. He further stated that if there was a problem more than once it was probably to find someone else to run the department.

Commission Koenig stated that this was an interesting quandary to have been in.

Discussion.

Commissioner Koenig asked if it was the Financial Services Director's idea to promote the Financial Services Department Accountant.

Mr. Dolehanty stated that he was not sure whose idea it was, but that Ms. Rhode had faith and confidence that the Financial Services Department Accountant could perform this job well.

Commissioner Schafer stated that the County did not pay a competitive salary for this position so it was difficult to find qualified candidates.

THE MOTION CARRIED. Yeas: Grebner, Louney, Koenig, and Schafer
Nays: Crenshaw and Anthony. **Absent:** Tennis

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:23 p.m.

A handwritten signature in blue ink, appearing to read 'Barb Byrum', is written over a horizontal line. The signature is highly stylized and cursive.

BARB BYRUM, CLERK OF THE BOARD

