

Agenda  
**FINANCE AND ADMINISTRATION COMMITTEE**  
West Olive Administration Building  
12220 Fillmore, West Olive, MI 49460  
**September 15, 2009**  
9:30 a.m.

**Consent Items:**

1. Approval of Agenda
2. Approval of Minutes from the August 25, 2009 Meeting

**Action Items:**

1. Budget Adjustments Greater than \$50,000  
**Suggested Motion:**  
To approve budget adjustments #381 and #562.
2. Monthly Budget Adjustments  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of August 2009.
3. Statement of Review for August  
**Suggested Motion:**  
To approve the Statement of Review for the Month of August 2009.
4. Purchase of MERS (Michigan Municipal Employees Retirement System) Generic Service Credits for Suzanne Kampenga  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners the purchase of five (5) years of MERS generic service credit for \$39,478 (total cost to be paid by employee).  
  
Total Cost: \$39,478  
Employer Cost: \$0  
Employee Cost: \$39,478
5. Tuition Reimbursement  
**Suggested Motion:**  
To approve and forward to the Board of Commissioners a recommendation to suspend Tuition Reimbursement for the year of 2010 and to review this recommendation in 2010 for the 2011 budget year.

6. Benefit Adjustments for County and Court Unclassified Employees (Excluding Elected Officials, Judges and the Board Of Commissioners) for 2010

**Suggested Motion:**

To approve and forward to the Board of Commissioners the following benefit adjustments for County and Court Unclassified Employees (excluding Elected Officials, Judges and the Board of Commissioners) for 2010:

- a. Increase wages 2%.
- b. Increase Health Plan employee co-pay to ten percent (10%) of the current actuarial determined amount.
- c. Increase Office Co-pay from \$10 per visit to \$25 per visit.
- d. Change health plan for in-network co-insurance to ninety percent (90%) up to a cap of \$1000 for single and \$2000 for couple/family.
- e. Increase out-of-network deductible to \$1000 for single coverage and \$2000 for couple/family coverage.
- f. Increase the annual out-of-pocket maximum on out-of-network claims to \$2,550 (single)/\$3,600 (couple/family).
- g. Change prescription co-pay to \$10/\$25/\$50.
- h. Implement Auto Exclusion in the County Health Plan.
- i. Change the maximum annual employer contribution on the County's Deferred Compensation plans to one thousand dollar (\$1,000).

7. Benefit Adjustments for Group T Employees for 2010

**Suggested Motion:**

To approve and forward to the Board of Commissioners the following benefit adjustments for Group T Employees for 2010:

- a. Increase wages 2%.
- b. Increase Health Plan employee co-pay to ten percent (10%) of the current actuarial determined amount.
- c. Increase Office Co-pay from \$10 per visit to \$25 per visit.
- d. Change health plan for in-network co-insurance to ninety percent (90%) up to a cap of \$1000 for single and \$2000 for couple/family.
- e. Increase out-of-network deductible to \$1000 for single coverage and \$2000 for couple/family coverage.
- f. Increase the annual out-of-pocket maximum on out-of-network claims to \$2,550 (single)/\$3,600 (couple/family).
- g. Change prescription co-pay to \$10/\$25/\$50.

8. Benefit Adjustments for Ottawa County Judges for 2010

**Suggested Motion:**

To approve and forward to the Board of Commissioners the following benefit adjustments for Ottawa County Judges for 2010:

- a. Increase Health Plan employee co-pay to ten percent (10%) of the current actuarial determined amount.
- b. Increase Office Co-pay from \$10 per visit to \$25 per visit.
- c. Change health plan for in-network co-insurance to ninety percent (90%) up to a cap of \$1000 for single and \$2000 for couple/family.

- d. Increase out-of-network deductible to \$1000 for single coverage and \$2000 for couple/family coverage.
- e. Increase the annual out-of-pocket maximum on out-of-network claims to \$2,550 (single)/\$3,600 (couple/family).
- f. Change prescription co-pay to \$10/\$25/\$50.
- g. Implement Auto Exclusion in the County Health Plan.

9. Benefit Adjustments for Ottawa County Retirees for 2010

**Suggested Motion:**

To approve and forward to the Board of Commissioners the following benefit adjustments for Ottawa County Judges for 2010:

- a. Increase Office Co-pay from \$10 per visit to \$25 per visit.
- b. Change health plan for in-network co-insurance to ninety percent (90%) up to a cap of \$1000 for single and \$2000 for couple/family.
- d. Increase out-of-network deductible to \$1000 for single coverage and \$2000 for couple/family coverage.
- e. Increase the annual out-of-pocket maximum on out-of-network claims to \$2,550 (single)/\$3,600 (couple/family).
- f. Change prescription co-pay to \$10/\$25/\$50.

10. Benefit Adjustments for Elected Officials (Excluding Judges and the Board of Commissioners) for 2010

**Suggested Motion:**

To approve and forward to the Board of Commissioners the following benefit adjustments for Elected Officials (excluding Judges and the Board of Commissioners) for 2010:

- a. Increase Health Plan employee co-pay to ten percent (10%) of the current actuarial determined amount.
- b. Increase Office Co-pay from \$10 per visit to \$25 per visit.
- c. Change health plan for in-network co-insurance to ninety percent (90%) up to a cap of \$1000 for single and \$2000 for couple/family.
- d. Increase out-of-network deductible to \$1000 for single coverage and \$2000 for couple/family coverage.
- e. Increase the annual out-of-pocket maximum on out-of-network claims to \$2,550 (single)/\$3,600 (couple/family).
- f. Change prescription co-pay to \$10/\$25/\$50.
- g. Implement Auto Exclusion in the County Health Plan.
- h. Change the maximum annual employer contribution on the County's Deferred Compensation plans to one thousand dollar (\$1,000).

11. Benefit Adjustments for Commissioners for 2010

**Suggested Motion:**

To approve and forward to the Board of Commissioners the following benefit adjustments for Commissioners for 2010:

- a. Increase Health Plan employee co-pay to ten percent (10%) of the current actuarial determined amount.
- b. Increase Office Co-pay from \$10 per visit to \$25 per visit.

- c. Change health plan for in-network co-insurance to ninety percent (90%) up to a cap of \$1000 for single and \$2000 for couple/family.
- d. Increase out-of-network deductible to \$1000 for single coverage and \$2000 for couple/family coverage.
- e. Increase the annual out-of-pocket maximum on out-of-network claims to \$2,550 (single)/\$3,600 (couple/family).
- f. Change prescription co-pay to \$10/\$25/\$50.
- g. Implement Auto Exclusion in the County Health Plan.

12. New CMH Peer Specialist – Clubhouse Position

**Suggested Motion:**

To approve and forward to the Board of Commissioners the recommendation to create one (1) FTE position of Peer Specialist – Clubhouse (Group T/paygrade 06) at the cost of \$45,204 for the budget year. Funding to come from Medicaid/State/Local funding.

13. New CMH Peer Specialist – Multidisciplinary Treatment Team Positions

**Suggested Motion:**

To approve and forward to the Board of Commissioners the recommendation to create two (2) FTE positions of Peer Specialist – Multidisciplinary Treatment Team (Group T/paygrade 06) at the cost of \$90,408 for the budget year. Funding to come from Medicaid/State/Local funding.

14. New CMH Medical Assistant Position

**Suggested Motion:**

To approve and forward to the Board of Commissioners the recommendation to create one (1) FTE position of Medical Assistant (Group T/paygrade 07) at the cost of \$48,277 for the budget year. Funding to come from the elimination of a Records Processing Clerk II (Group T/paygrade 06).

15. New CMH Records Processing Clerk I (Non-Benefited)

**Suggested Motion:**

To approve and forward to the Board of Commissioners the recommendation to create three (3) non-benefited part-time positions of Records Processing Clerk I (16 hours/week) at a cost of \$30,000 for the budget year. Funding to come from Medicaid/State/Local funding.

16. Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985.

17. Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987

**Suggested Motion:**

To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987.

18. Setting of Public Hearing on the 2009 Ottawa County Budget

**Suggested Motion:**

To recommend to the Board of Commissioners to set a public hearing on the 2010 Ottawa County budget for Tuesday, October 13, 2009, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.

19. Closed Session to Consider Material Exempt from Disclosure by Statute

**Suggested Motion:**

To go to closed session under the Open Meetings Act to consider material exempt from disclosure by statute (2/3 roll call vote required).

**Discussion Items:**

1. Treasurer's Financial Month End Update for August 2009.
2. Review 2010 Budgets – To Be Distributed At the Meeting.