

Agenda
Finance and Administration Committee
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
Tuesday, January 26, 2010
12:00 p.m.

Consent Items:

1. Approval of the Agenda
2. Approval of Minutes from the December 15, 2009 Meeting

Action Items:

3. Election of Vice Chairperson
Suggested Motion:
To elect _____ as Vice Chairperson of the Finance and Administration Committee for 2010.
4. Budget Calendar
Suggested Motion:
To approve and forward to the Board of Commissioners the 2011 Budget Calendar.
5. 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 December 2009.
6. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments # 906, 907, 908, 909, 911, 912, 913, 914, 915, 916, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 42 and 43.
7. Statement of Review for December
Suggested Motion:
To approve the Statement of Review for the month of December 2009.
8. MERS Military Service Credits Purchase
Suggested Motion:
To approve and forward to the Board of Commissioners the purchase of four (4) years of military service credits for Christopher J. Munley (Sergeant, Ottawa County Sheriff's Office).

County Cost: \$19,837.74
Employee Cost: 13,154.26
Total Cost: \$32,992.00

9. Position Request for Developmental Disabilities Clinical Team Program Coordinator
Suggested Motion:

To approve and forward to the Board of Commissioners the recommendation to create one (1) FTE position of DD Clinical Team program Coordinator - (Unclassified/paygrade 07) at the cost of \$83,054 - \$98,678 for the budget year. Funding to come from Medicaid / State / Local funding.

10. Position Request for Mental Health Clinician/Waiting List Manager
Suggested Motion:
To approve the recommendation to create one (1) FTE position of Mental Health Clinician - (Group T/paygrade 14) at the cost of \$69,856.00 for the budget year. Funding to come from Medicaid / State / Local funding.
11. Request to temporarily increase hours for Program Coordinator – Evidence Base Practices/Program Development
Suggested Motion:
To approve the recommendation to temporarily increase the hours of the CMH Program Coordinator - Evidence Based Practiced/Program Development from 24 hours to 40 hours per week for 6 months - at a cost of \$47,726 for the Budget Year. Funding to come from Medicaid / State / Local funding.
12. Commissioner Travel Survey
Suggested Motion:
To approve and forward to the Board of Commissioners option _____ for the Board of Commissioners Conference and Travel.
13. Quarterly Treasurer's Investment Report
Suggested Motion:
To receive for information the Treasurer's Quarterly Investment Report as of December 31, 2009.
14. Quarterly Financial Status Report
Suggested Motion:
To receive for information the Interim Financial Statement for General Fund, Mental Health and Public Health as of December 31, 2009.
15. Intergovernmental Agreement to Create the Ottawa Land Bank Authority
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to approve the proposed Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority and the Treasurer of Ottawa County establishing the Ottawa County Land Bank Authority.
16. Articles of Incorporation and By-Laws of the Ottawa County Land Bank Authority
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to approve the proposed Articles of Incorporation and By-Laws of the Ottawa County Land Bank Authority.
17. "Mission Statement" and "Priorities and Policies" of the Ottawa County Land Bank Authority
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution of the proposed the "Mission Statement" and "Priorities and Policies for Property Acquisition and Disposition" of the Ottawa County Land Bank Authority.
18. Loan of \$50,000 from the Land Sale Proceeds Account to the Ottawa County Land Bank Authority
Suggested Motion:

To approve and forward to the Board of Commissioners the request of the Ottawa County Treasurer to loan \$50,000 (interest-free) from the Land Sale Proceeds Account to fund the start-up operations of the Ottawa County Land Bank Authority.

Discussion Items:

19. Engagement letter with Vredevelde Haefner, LLC for the Ottawa County, Michigan Insurance Authority's 2009 audit.
20. Engagement letter with Vredevelde Haefner, LLC for the County of Ottawa 2009 audit.
21. Engagement letter with Vredevelde Haefner, LLC for the Ottawa County Drain Commission 2009 audit.
22. ARRA Funding List for MiWorks and CAA.

Adjournment

Comments on the day's business are to be limited to three (3) minutes.