

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: November 16, 2010

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrottenboer, Robert Karsten, Dennis Swartout, Donald Disselkoen

ABSENT: Roger Rycenga

STAFF & GUESTS: Robert Spaman, Fiscal Services Director; Dr. Michael Brashears, CMH Director; Bradley Slagh, Treasurer; Sherri Sayles, Deputy Clerk; Michael Galligan, Equalization Director; Keith VanBeek, Assistant Administrator; Greg Rappleye, Corporation Counsel; David Hulst, IT Director

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and approve by consent the minutes of the October 19, 2010, meeting as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 10-146 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 October 2010.

Moved by: Schrottenboer

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 10-147 Motion: To approve budget adjustments #701, 702, 703, 704, 705, 706, 746, 747, 748 and 767.

Moved by: Schrottenboer

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 10-148 Motion: To approve the Statement of Review for the month of October 2010.

Moved by: Disselkoen

UNANIMOUS

SUBJECT: AMENDED 2010 APPORTIONMENT REPORT

FC 10-149 Motion: To approve and forward to the Board of Commissioners the Amended 2010 Apportionment Report.

Moved by: Karsten

UNANIMOUS

SUBJECT: WEBTECS, INCORPORATED CONTRACT

FC 10-150 Motion: To approve and forward to the Board of Commissioners, the Contract with WebTecs, Incorporated to provide web services for the period January 1 – December 31, 2011, in the amount of \$234,000.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL
REQUEST FOR DD PROGRAM COORDINATOR

FC 10-151 Motion: To approve and forward to the Board of Commissioners the proposal from the Community Mental Health Department to eliminate a full-time Mental Health Specialist and a full-time Mental Health Aide and to create one (1) full-time DD Program Coordinator position at a cost of \$90,727.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: PURCHASE OF MERS (MICHIGAN MUNICIPAL
EMPLOYEES RETIREMENT SYSTEM) GENERIC
SERVICE CREDITS FOR KENT D. ENGLE

FC 10-152 Motion: To approve and forward to the Board of Commissioners the purchase of two (2) years, three (3) months of MERS generic service credit for a cost of \$85,425 (total cost to be paid by employee, Kent D. Engle).

Total Cost: \$85,425
Employer Cost: \$0
Employee Cost: \$85,425

Moved by: Schrotenboer MOTION PASSED

Yeas: Disselkoen, Schrotenboer, Swartout. (3)
Nays: Karsten. (1)

SUBJECT: DISCUSSION ITEMS

1. Treasurer’s Financial Month End Update for October 2010 – The October 2010 financial update was presented by Bradley Slagh.

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:57 a.m.