

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: March 20, 2012

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Donald Disselkoen, Roger Rycenga, Robert Karsten, Joseph Baumann, Dennis Swartout

STAFF & GUESTS: Alan Vanderberg, Administrator; Bob Spaman, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Marie Waalkes, Human Resources Director; Lynne Doyle, CMH Deputy Director; David Hulst, IT Director; Brad Slagh, Treasurer; Greg Rappleye, Corporate Counsel; Lisa Stefanovsky, Health Officer; Adeline Hambley, Environmental Health Manager; Keith VanBeek, Assistant Administrator; Spencer Ballard, Environmental Health

SUBJECT: CONSENT ITEMS

FC 12-021 Motion: To approve the agenda of today as presented and to approve the minutes of the February 21, 2012, meeting as presented.
Moved by: Karsten UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 12-022 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approve 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 February 2012.
Moved by: Rycenga UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 12-023 Motion: To approve budget adjustment numbers 109, 110, 111, 134 and 135.
Moved by: Baumann UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 12-024 Motion: To approve the Statement of Review for the month of February 2012.
Moved by: Disselkoen UNANIMOUS

SUBJECT: IT ASSESSMENT AND COUNTY TECHNOLOGY PLAN

FC 12-025 Motion: To approve and forward to the Board of Commissioners the proposal to contract with Plante and Moran, PLLC to conduct an IT Assessment and County

Technology Plan at a cost of \$91,350. Funds to come from the IT Retained Earnings account.

Moved by: Karsten

UNANIMOUS

SUBJECT: PURCHASE OF MERS (MICHIGAN MUNICIPAL EMPLOYEES RETIREMENT SYSTEM) MILITARY SERVICE CREDITS FOR SCOTT IPPEL

FC 12-026 Motion: To approve and forward to the Board of Commissioners the purchase of two (2) years of military service credits for Scott Ippel (Deputy, Ottawa County Sheriff's Office).

County Cost:	\$18,360.00
Employee Cost:	\$18,360.00
Total Cost:	\$36,720.00

Moved by: Rycenga

MOTION PASSED

Yeas: Rycenga, Disselkoen, Baumann, Swartout. (4)

Nays: Karsten. (1)

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO INCREASE AN ENVIRONMENTAL HEALTH CLERK FROM A .6 FTE TO ONE (1) FTE

FC 12-027 Motion: To approve and forward to the Board of Commissioners the request from Public Health to increase an Environmental Health Clerk from a .6 FTE to One (1) FTE (Group T, Paygrade 6) at a cost of \$17,630.00. Funding to come from Onsite Services and the Food Program.

Moved by: Baumann

UNANIMOUS

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO CREATE ONE (1) ENVIRONMENTAL HEALTH TECHNICIAN

FC 12-028 Motion: To approve and forward to the Board of Commissioners the request from Public Health to create One (1) FTE Environmental Health Technician (Group T, Paygrade 9) at a cost of \$59,811.00. Funding to come from the Waste Program and the Food Program.

Moved by: Karsten

UNANIMOUS

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO INCREASE AN ENVIRONMENTAL HEALTH SPECIALIST FROM A .6 FTE TO ONE (1) FTE

FC 12-029 Motion: To approve and forward to the Board of Commissioners the request from Public Health to increase an Environmental Health Specialist from a .6 FTE to One (1) FTE (Group T, Paygrade 14) at a cost of \$30,853. Funding to come from the Food Program.

Moved by: Karsten

UNANIMOUS

SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL REQUESTS TO
RESTRUCTURE THE CMHOC CLINICAL MANAGEMENT TEAM

FC 12-030 Motion: To approve and forward to the Board of Commissioners the request from Community Mental Health to restructure the CMHOC Management Team at a cost of \$87,893.00. Funding to come from Medicaid Funds.
Moved by: Rycenga UN ANIMOUS

SUBJECT: PURCHASE OF FURNITURE FOR THE GRAND HAVEN COURTHOUSE
HISTORIC/LEARNING CENTER

FC 12-031 Motion: To approve and forward to the Board of Commissioners the purchase of furniture for the Grand Haven Courthouse Historic/Learning Center at a cost of \$23,477.00. Funding to come from Public Improvement Funds.
Moved by: Rycenga UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update for February 2012 – The February 2012 update was presented by Brad Slagh. He reported the Treasurer's office is in compliance with the County Investment Policy and doing well financially.
2. Economic Vitality Incentive Program (EVIP) – The Administrator updated the Committee on the EVIP proposal. He testified before the House Appropriations Committee in Lansing and was well received. His general feeling from the House is counties have been treated unfairly. Ottawa County's goals are not to place counties in EVIP. If they are, then different indicators need to be used for counties who are financially responsible. Administration is keeping up on this and will be attending additional meetings. At this point, the House is not certain they have enough votes for it to pass. Al will be sending to the other counties what he will be presenting to the State.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:17 a.m.