

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858*

*Jason Carviou – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

County Board Meeting

Tuesday, December 10, 2019 – 6:00 PM

Menominee County Annex (MSU-E), Conference Room

S904 US HWY 41, Stephenson, MI 49887

906-753-2209

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call (Piche, Cech, Gromala, Lang, Phelps, Schei, Prestin, Hafeman, & Johnson)
- D. Approval of the Agenda
- E. Approval of the Previous Minutes (November 26, 2019)
- F. Public Comment (*Statements, Not Debate, Limited to 5 Minutes on Agenda Items Only*)
- G. Presentations (*Limited to 20 Minutes*):
 - Jennifer Cescolini – Northpointe Strategic Plan Updates - 2019/2020
- H. Department Head/Elected Official Reports (*Limited to 10 Minutes*):
 - Department Head or Elected Official
 - County Administrator
- I. Action Items
 1. Moved by _____ supported by _____ to approve a quote from UES Technologies for the SonicWall NSA 3600 Network Security Appliance bundle (x3) and support licenses (x3) in the amount of \$24,438.00.
 2. Moved by _____ supported by _____ to acquire Bagley Tower (land, building, tower and equipment) from the Menominee County Road Commission by conveyance of a quit-claim deed for the purchase amount of \$1.00.
 3. Moved by _____ supported by _____ to approve the one year agreement with Coleman Engineering Company in the amount of \$6,000 for the 2020 Web Based GIS Hosting. (1/1/2020 – 12/31/2020)
 4. Moved by _____ supported by _____ to approve Resolution 2019-25 ~ Honoring Linda Gullicksen for her Retirement and Service to Menominee County.

Steven Gromala

Gerald Piche – Chairperson

William Cech – Vice Chairperson

Larry Phelps

Larry Johnson Jr.

Jan Hafeman

David Prestin

Bernie Lang

Larry Schei

5. Moved by _____ supported by _____ to approve Commissioner per diems and expenses.
6. Moved by _____ supported by _____ to approve miscellaneous bills as paid on November 14, 2019 in the amount of \$141,336.22.
7. Moved by _____ supported by _____ to approve miscellaneous boards/committees/Commissioner reports to be placed on file in the Office of the County Clerk.

J. New Business (Discussion Only)

1. Personnel Items:
 - a. Elected Officials – 2020 Salaries
2. Building and Grounds/Park Items:
 - a. None
3. Miscellaneous Items:
 - a. CUPPAD Membership Dues
4. Finance Items:
 - a. Commissioner Per Diems and Expenses
 - c. Miscellaneous bills paid on November 27, 2019 in the amount of \$73,314.62.

K. Miscellaneous Boards/Committee/Commission Reports

L. Public Comment (*limited to 5 minutes*)

M. Commissioner Comment

N. Adjourn

November 26, 2019

UNAPPROVED

Proceedings of a Regular Meeting of the Board of Commissioners in and for the County of Menominee and the State of Michigan were held in Courtroom B, Courthouse, Menominee, Michigan.

Chairman Piche called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance.

Chairman Piche asked for a moment to silence for those who have served to protect our freedom.

A call of the roll indicated that the following Commissioners were present/absent:

Present: Commissioners: William Cech, Steven Gromala, Jan Hafeman, Bernie Lang, Larry Phelps, Gerald Piche, and Larry Schei.

Absent: Commissioners: Larry Johnson Jr. and David Prestin (excused).

Moved by Com. Hafeman, seconded by Com. Gromala to approve the agenda. Motion was approved 7-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve the minutes from the November 12, 2019 Regular County Board Meeting and Apportionment Meeting. Motion was approved 7-0.

Public Comment:

- Charlene Peterson – Commented on behalf of the MTA. December 7th is the annual MTA Christmas Meeting. Welcomed all Commissioners to attend.

Presentations: None.

Department Head/Elected Officials Reports:

- Jason Carviou, County Administrator – Gave Administrator's Report with updates and announcements.

Action Items:

Moved by Com. Hafeman, seconded by Com. Cech to approve Resolution 2019-23 *Honoring County Treasurer – Diane Lesperance*. Motion was approved by roll call vote 7-0. (Attachment A)

Moved by Com. Cech, seconded by Com. Hafeman to approve Resolution 2019-21 *Resolution Authorizing Millage for Menominee County 911 and Central Dispatch and Certifying Ballot Language* as recommended by the Finance Committee. Motion was approved by roll call vote 7-0. (Attachment B)

Moved by Com. Cech, seconded by Com. Hafeman to approve Resolution 2019-22 *Resolution Authorizing Millage for the Menominee County Library System and Certifying Ballot Language* as recommended by the Finance Committee. Motion was approved 7-0. (Attachment C)

Moved by Com. Hafeman, seconded by Com. Gromala to approve 2019/2020 Budget Amendments – Group #1 as recommended by the Finance Committee. Motion was approved 7-0.

Moved by Com. Cech, seconded by Com. Gromala to approve scheduling “Airport Days” at the Menominee Regional Airport on August 16, 2020 as recommended by the Airport Committee. Motion was approved 7-0.

Moved by Com. Gromala, seconded by Com. Schei to approve Resolution 2019-24 *Resolution Designating the Menominee Regional Airport Fund Balances* as recommended by the Airport Committee. Motion was approved by roll call vote 7-0. (Attachment D)

Moved by Com. Hafeman, seconded by Com. Schei to approve Resolution of the Menominee Regional Airport making changes to the business credit card used by the Menominee Regional Airport, adding/removing authorized users, and increasing the credit limit up to \$5,000.00. Motion was approved by roll call vote 7-0.

Moved by Com. Cech, seconded by Com. Lang to approve supporting the possible relocation of the Menominee County Fair. (Motion signifies support NOT permission). Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Cech to approve Commissioner per diems and expenses as recently submitted and paid. Motion was approved 7-0.

Moved by Com. Hafeman, seconded by Com. Gromala to approve miscellaneous bills paid on October 18, 23, 31 & November 6 and 7, 2019 in the combined amount of \$127,963.91. Motion was approved 7-0.

Moved by Com. Cech, seconded by Com. Hafeman to approve miscellaneous boards/committees/commission reports on file in the office of the County Clerk. Motion was approved 7-0.

New Business (discussion only)

Personnel Items:

- a. Prosecuting Attorney – Administrative Overtime. – The County Board approved \$20,000 for assistance in catching up with the backlog of cases in the Prosecuting Attorney’s Office. To date, \$4,162.50 has been spent leaving \$15,837.50 remaining. The Prosecuting Attorney has stated he no longer needs the services of the contract attorney; however, would like the Board to approve spending some of the money on administrative overtime to handle the cases in the next step of prosecuting or dismissing the cases.

Moved by Com. Hafeman, seconded by Com. Cech to make the approval of allowing the Prosecuting Attorney to use money that was approved for the backlog of cases for administrative overtime to an action item at this meeting. Motion was approved by roll call vote 7-0.

Moved by Com. Hafeman, seconded by Com. Cech to allow the Menominee County Prosecutor to carry over \$2,500 from the approved money from the 2018/2019 Budget for the backlog of cases for administrative overtime. Motion was approved by roll call vote 7-0.

Building and Grounds/Parks Items:

- a. Snow Removal/Snow Removal Equipment Bids. – We received quotes from three vendors (an additional quote was received but after the deadline) for tractors & attachments for snow removal equipment for the Buildings & Grounds Department. Administrator Carviou also presented the board with quotes from local companies for snow removal. There is \$40,000 in the 2019/2020 Budget for snow removal equipment. Com. Schei and Com. Phelps spoke about the equipment that they inspected and their recommendation that the County purchase the Kubota from Beaver Machine Inc.

Moved by Com. Gromala, seconded by Com. Hafeman to make the approval of purchasing snow removal equipment an action item at this meeting. Motion was approved by roll call vote 7-0.

Moved by Com. Hafeman, seconded by Com. Schei to purchase the Kubota L3560LE (with loader and snowblower) from Beaver Machine Inc. for the price of \$42,746.00. Motion was approved by roll call vote 7-0.

- b. Parks Use Ordinance. – The Parks Use Ordinance has undergone a second review by the Parks Committee and Administration. There have been a few more indicated changes in red. This is to provide another review for the County Board and discussion. Next Step: send to the Prosecuting Attorney for Review.

Miscellaneous Items:

- a. UES – Router Quote. – The LEIN audit identified that the County's routers are non-compliant with LEIN standards. The quote in amount of \$24,438.00 was provided by UES for routers that have the proper security certificates. This project was not budgeted specifically in the 2019/2020 Budget. The consensus of the board is to move this item forward to the next meeting for a vote.
- b. Bagley Radio Tower. – We received a letter back from the Road Commission advising the Bagley Tower could be conveyed to Menominee County with a quit claim deed – this would include the existing tower, land and buildings. The County also received recommendations from the Menominee County Fire Chiefs Association and 911 Governing Board to continue with the current VHF radio system – which would require replacing the Bagley Tower. The consensus of the board is to move this item forward to the next meeting for a vote.

Finance Items:

- a. Coleman Engineering – GIS Hosting Invoice. – Review 2020 GIS Web Hosting Proposal in the amount of \$6,000. The consensus of the board is to move this item forward to the next meeting for a vote.
- b. Commissioner Per Diems and Expenses. – The consensus of the board is to move this item forward to the next meeting for approval.
- c. Miscellaneous bills paid on November 14, 2019 in the combined amount of

\$141,336.22. The consensus is to move this item forward for approval at the next meeting.

Misc. Boards/Committees/Commissions Reports:

- The consensus is to move this item forward for approval at the next meeting.

Public Comment:

- Jim Mekash – Commented and thanked the board on approval of purchasing the new snow removal equipment.
- Eric Tickler – Commented and thanked the board for supporting the possibly moving the Menominee County Fair.
- Charlene Peterson – Commented on the use of drones in the parks.
- Diane Lesperance – Commented on selling the old tractor used for snow removal.

Commissioner Comment:

- Com. Schei – Commented on that he wanted to wish everyone a Happy Thanksgiving.
- Com. Gromala – Commented on the length of the meeting and economic development in Menominee County.
- Com. Cech – Commented on Diane Lesperance and how much she will be missed and Happy Thanksgiving.
- Com. Piche – Commented on the snow removal.

Moved by Com. Hafeman, seconded by Com. Cech to adjourn at 7:48 p.m. Motion was approved 7-0.

Gerald Piche, Chairman

Marc Kleiman, County Clerk

MENOMINEE COUNTY BOARD OF COMMISSIONERS PRESENTATION ITEM

SUBJECT:	Northpointe Strategic Plan Updates – 2019-2020
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Ms. Jennifer Cescolini will present the Northpointe strategic plan updates to the county board.	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

Strategic Plan FY19 Spotlight Report on Progress



FY19 Year End



Color Key
Completed
Unable to Complete
In progress
Not Started

Strategic Plan FY19

11/19/2019

OBJECTIVE: Improve services and integrated care through collaboration with community partners

GOAL FY19: Demonstrate collaboration with community partners in FY19 as evidence by the monthly CEO reports and a CEO year-end summary report

Focus	Action	Update	Responsible	Completion Date
Integrated Care	Participate and/or host one community health event in each county in FY19	Dickinson: Northpointe will be sponsoring & participating in the Hope 2 Help Suicide Prevention Walk, The Ripple Effect and In Plain Site with Communities that Care,	Entire team	9/30/2019
		Iron: In Plain Site and Do It For Danial with Communities that Care	Entire team	9/30/2019
		Menominee: Participated in suicide awareness walk in Menominee, The Ripple Effect with Communities that Care	Entire team	9/30/2019
		Dickinson: Smiles on Wheels has been providing services monthly	Nursing,CS,CM	6/1/2019
		Iron: Smiles on Wheels August	Nursing,CS,CM	8/30/2019
		Menominee: Smiles on Wheels July	Nursing,CS,CM	7/31/2019
		Dickinson: Held on May 1st & scheduled for September 18th		5/1/2019
		Iron: Scheduled on September 3 rd 11th		9/28/2019
		Menominee: Held on April 17th & scheduled for August 7th	M.Nerat	4/17/2019
		Community Partners	Begin school-based services in at least one school district by the start of the new school year; Team to determine metrics to measure improvements in services/outcomes	Partnered with Menominee ISD and Dickinson-Iron ISD for collaboration mental health services. DIISSD has hired a coach that is a liaison with Northpointe. MISD is in the process of contracting with Northpointe for the liaison. Christy Harvey is actively working within Norway and Woodland to develop the program. The first social group for the children was held in Norway.
Survey was created and sent to community partners	J.Cescolini K. Stankevich			9/30/2019
Pending survey results; continue to collect surveys: Limited results with this survey	Leadership Team			Unable to completed
Technology	Utilize technology to provide increased access to care and expand services across three counties by the end of FY19	Video services have been started to provide emergency services and therapy which is improving access and allowing for expedited service.	B. Johnson M. Nerat L. Bal S. Graff K. Dewitt	Goal Met with continue advancement

Strategic Plan FY19

11/19/2019

OBJECTIVE: Improve staff engagement through effective communication, training, recruitment/retention, & by improving staff satisfaction
GOAL FY19: Determine staff engagement baseline metrics in FY19 as evidenced by survey results

Focus	Action	Update	Responsible	Completion Date
Staff Engagement	Select staff engagement survey tool by June 2019	Press Ganey has been selected to administer the tool		6/1/2019
	Administer staff engagement survey by the end of July 2019	Administration will be the first week of August 2019	Press Ganey	8/15/2019
	Following survey results: Identify baseline staff engagement metrics by August 2019	Results are being presented 10/24/19 BASELINE 3.70	Press Ganey	Completed
Training	Following survey results: Identify an action plan to improve areas of opportunity related to staff engagement survey with workgroups by September 2019	Following results delivery, action plan to be developed OVER TO FY20	Entire Team	In progress
	Implement a new employee onboarding process; finalize content after 6 months of new employee feedback; September 2019	Process has been implemented and initial review with modifications were made	Onboarding Team	7/1/2019
	Provide education sessions to all employees every month	Sessions have been schedule monthly with a few cancellations	E.Kusz	9/30/2019
	Provide leadership training to all supervisors every quarter	A survey is being developed to identify areas of training: OVER TO FY20	K.Smart	In progress
	Develop a recruitment team by June 2019	A team has been created called the "Staffing Team" which is also looking at recruitment; additional members may be identified as the team develops	J.Cescolini	6/1/2019
Recruitment	Recruitment team to evaluate current processes of recruitment and develop an action plan to improve outreach to potential employees by July 2019	Discussion has started but action plan will need to be worked on; high volume hiring has taken priority over the last 2-3 months OVER TO FY20	K.Smart	In progress
	Recruitment team to review all electronic job postings; evaluate effectiveness & improve appearance of postings by July 2019	Review of postings occurred; will need to address further in action plan	K.Smart	6/1/2019
	Recruitment team will provide updates to agency on recruitment efforts and will be included in the CEO Report	Updates are provided monthly on CEO report regarding new hires	J.Cescolini	9/30/2019

Strategic Plan FY19

11/19/2019

OBJECTIVE: Adopt a trauma-informed culture with emphasis on our values

GOAL FY19: Demonstrate 100% of employees have acknowledged receiving education and provided affirmation to the understanding of the mission, vision, values, and Strategic Plan in FY19 as evidenced by staff acknowledgement reporting

Focus	Action	Update	Responsible	Completion Date
Values	Establish a defined set of values important to the culture of the agency by May 2019	Values have been defined	All Staff	5/1/2019
	Provide agency-wide education on the mission, vision, values, and Strategic Plan by June 2019	Education has occurred at all staff meetings, via email, and with updates.	Leadership Team	9/30/2019
	Implement education related to one or more of the values every quarter for all employees utilizing various methods	This was not formally developed but emphasis on values is placed weekly in updates and through positive communication	Leadership Team	9/30/2019

Strategic Plan FY19

11/19/2019

OBJECTIVE: Achieve fiscal responsibility in the funding entrusted to us
GOAL FY19: Demonstrate employee awareness of Northpointe funding and financial status and decrease in General Fund expenditures from the previous year as evidenced by staff acknowledgement reporting and the year-end financial statement

Focus	Action	Update	Responsible	Completion Date
Education	Provide education on funding sources for all employees by July 2019	Education is provided for all new employees and has been provided at All Staff meetings. A Lunch and Learn was held for staff in the 3 counties.	J.Lindow J.Cescolini	9/30/2019
Leadership	Provide staff with financial updates every quarter	Updates are provided quarterly at All Staff and will also be sent in the updates for those who cannot attend	J.Lindow J.Cescolini	9/30/2019
	Review financial statements and funding buckets with the Leadership Team every quarter	Review is occurring	J.Lindow	6/1/2019
Budget	Review budget with the Leadership Team upon completion and Board approval	Completed	J.Lindow	6/30/2019
	Develop a Budget Team to work on the next budget by the end of FY19	A proposed budget was prepared and the team will work on the budget further upon finalization of the year end.	J. Lindow J. Cescolini	9/30/2019
General Fund	Utilization Management Team to review General Fund expenditures with action planning every month; include in CEO Report	General Fund benefits have been implemented in August and monitoring occurs monthly with updates provided to the Board regarding the plan	UM	9/30/2019
	Review of contract providers to determine utilization of services and expenses throughout FY19	Ongoing review to review utilization, cost-benefit, etc. Trico, Goodwill, OT, Dietary, NMU ~ will be ongoing process	UM	9/30/2019
Expenses	Implement at least one cost-saving measure with reporting of savings by the end of FY19	Contract services with NIMU were ended, cost of Trico services has decreased, reduction of rental costs for space for CLS, OT, and Autism Program, elimination of significant staffing expenses with closure of the Lighthouse, process change eliminating the medication copay costs being endured by Northpointe as well as the packaging costs	UM	9/30/2019

Strategic Plan FY19 & FY20



Mission:

Improve the lives of those we serve through hope & empowerment

Vision:

A belief in potential

A right to dream

An opportunity to achieve

Values:

We will improve the lives of people challenged with severe emotional, behavioral, co-occurring, &/or intellectual/developmental disability through person-centered planning in a trauma-informed environment with the following core values:

- ~Individual Choice & Self-Determination
- ~Empowerment
- ~Individual Rights
- ~Health & Wellness
- ~Integrity, Trust, & Respect
- ~Open Communication & Active listening
- ~Accountability & Responsiveness
- ~Teamwork & Collaboration
- ~Professionalism
- ~Consistency
- ~Community Inclusion
- ~Anti-Stigma

High Level Objectives
Improve services and integrated care through collaboration with community partners
Improve staff engagement through effective communication, training, recruitment/retention, & by improving staff satisfaction
Adopt a trauma-informed culture with emphasis on our values
Achieve fiscal responsibility in the funding entrusted to us



Strategic Plan FY19 & FY20

Objective:	
Improve services and integrated care through collaboration with community partners	
Goal FY19: Demonstrate collaboration with community partners in FY19 as evidenced by the monthly CEO reports and a CEO year-end summary report	
Integrated Care	Participate and/or host one community health event in each county in FY19
	Implement at least one integrated care service in each county by the end of FY19 with a summary on service outcomes
Community Partners	Host a Community Huddle in each county every quarter
	Begin school-based services in at least one school district per county by the start of the new school year; Team to determine metrics to measure improvements in services/outcomes
	Meet with at least one community partner every month
	Develop a survey with the Leadership Team and Board of Directors and send to the community partners to assist in identifying opportunities for improvement in collaboration by the end of FY19
	Review and action plan the results from the community partner survey by the end of FY19
Technology	Utilize technology to provide increased access to care and expand services across three counties by the end of FY19.
Goals FY20: Demonstrate improvement in collaboration with community partners by the end of FY20 as evidenced by survey results	
Integrated Care	Host at least two community health events in each county in FY20
	Implement at least two integrated care services in each county by the end of FY20
Community Partners	Host a Community Huddle in each county every quarter with increased participation from FY19
	Provide school-based services in at least two school districts in each county by the end of FY20; Team to measure/report on metrics of services/outcomes
	Meet with at least one community partner in each county every month
	Send an annual survey to community partners to identify recognized improvements and any additional opportunities for better collaboration by the end of FY20
	Review and action plan results from community partner survey by the end of FY20



Strategic Plan FY19 & FY20

Objective:	
Improve staff engagement through effective communication, training, recruitment/retention, & by improving staff satisfaction	
Goal FY19: Determine staff engagement baseline metrics in FY19 as evidenced by survey results	
Staff Engagement	Select staff engagement survey tool by June, 2019
	Administer engagement survey by the end of July 2019
	Following survey results: Identify baseline staff engagement metrics by August, 2019
	Following survey results: Identify a targeted increase in engagement metrics by September 2019; collaboration with the Board
	Following survey results: Identify an action plan to improve areas of opportunity related to staff engagement survey with workgroups by September 2019
Training	Implement a new employee onboarding process; finalize content after 6 months of new employee feedback; September 2019
	Provide education sessions to all employees every month
	Provider leadership training to all supervisors every quarter
Recruitment	Develop a Recruitment Team by June 2019
	Recruitment Team to evaluate current processes of recruitment and develop an action plan to improve outreach to potential employees by July 2019
	Recruitment Team to review all electronic job postings; evaluate effectiveness and improve appearance of postings by July 2019
	Recruitment Team will provide updates to agency on recruitment efforts and will be included in the CEO Report
Goal FY20: Demonstrate an increase in staff engagement by the end of FY20 (unable to determine metrics until survey is done) as evidenced by survey results	
Staff Engagement	Provide updates to action plan across the agency monthly
	Administer 6 month "check- up" survey
	Following check- up survey results: Provide updates on results to agency
	Following check- up survey results: Review and revise action plans for areas of opportunity within 30 days of results
	Administer annual survey by July 2020
	Following survey results: Identify areas that reached target goals and areas that did not reach target goals with transparency of results by September 2020
Training	Provide onboarding education to all employees during FY20
	Provider leadership training to all supervisors every quarter
Recruitment	Recruitment Team will continue to improve recruitment efforts with comparison of hiring and vacancy metrics



Strategic Plan FY19 & FY20

Objective:	
Adopt a trauma-informed culture with emphasis on our values	
Goal FY19: Demonstrate 100% of employees have acknowledged receiving education and provided affirmation to the understanding of the mission, vision, values, and Strategic Plan in FY19 as evidenced by staff acknowledgement reporting	
Values	Establish a defined set of values important to the culture of the agency by May 2019
	Provide agency-wide education on the mission, vision, values, and Strategic Plan by June 2019
	Implement education related to one or more of the values every quarter for all employees utilizing various methods
Goal FY20: Demonstrate the introduction of a trauma-informed culture by the end of FY20 as evidenced by staff acknowledgement reporting	
Values	Annual review of the mission, vision, values, and Strategic Plan in July 2020
Culture	Develop a Culture Team that will identify/develop education related to being trauma-informed by December 2019
	Provide education to employees on trauma-informed culture and expectations of his/her role in culture by April 2020



Strategic Plan FY19 & FY20

Objective:	
Achieve fiscal responsibility in the funding entrusted to us	
Goal FY19: Demonstrate employee awareness of Northpointe funding and financial status and a decrease in General Fund expenditures from the previous fiscal year as evidenced by staff acknowledgement reporting and the year-end financial statement	
Education	Provide education on funding sources for all employees by July 2019
	Provide staff with financial updates every quarter
Leadership	Review Financial Statements and Funding Buckets with Leadership Team every quarter
Budget	Review Budget with Leadership Team upon completion and Board approval
	Develop a Budget Team to work on the next budget by the end of FY19
General Fund	Utilization Management Team to review General Fund expenditures with action planning every month; include in CEO Report
Expenses	Review of contract providers to determine utilization of services and expenses throughout FY19
	Implement at least one cost-saving measure with report of savings by the end of FY19
Goal FY20: Demonstrate an implemented plan to control General Fund expenditures and decrease expenditures from previous fiscal year by the end of FY20 as evidenced by a year-end CEO report and the year-end financial statement.	
Education	Provide staff with education and financial updates every quarter
Leadership	Review Financial Statements and Funding Buckets with Leadership Team every quarter
Budget	Budget Team to develop preliminary budget after year-end, with adjustments made upon final closing, with Board approval
General Fund	Utilization Management Team to review General Fund expenditures with action planning every month; include in CEO Report
Expenses	Continue to review contract providers to determine utilization of services and expenses throughout FY20
	Implement at least one cost-saving measure with reporting of savings by the end of FY20

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	UES – Router Quote
DEPARTMENT:	Technology Services
ATTACHMENTS:	Yes
SUMMARY:	
<p>The LIEN audit identified that the County’s routers are non-compliant with LIEN standards. The attached quote was provided by UES for routers that have the proper security certificates. This project was not budgeted specifically in the 2019/2020 Budget.</p>	
RECOMMENDED MOTION	
<p>To approve a quote from UES Technologies for the SonicWall NSA 3600 Network Security Appliance bundle (x3) and support licenses (x3) in the amount of \$24,438.00.</p>	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

UES Technologies
 Suite 101
 2035 Marinette Ave.
 Marinette, WI 54143-3864
 715-732-9103 Fax: 715-732-9107

Quote #:	36131
Quote Date:	11/8/2019
Page:	1
Customer #:	3304

Quoted To:

Menominee Cnty Admin. Office
 839 10th Ave.
 Menominee, MI 49858-3000
 USA



Valid Through: 11/8/2019

Phone: 906-863-7779		Cust PO:		Terms: Net 30	
Reference: Sonicwall		Ship Via: UPS		Salesperson: DERICK	
Stock Code	Description	Quantity	Price	Extended	
SWALL-NSA3600	SonicWall NSA 3600 Network Security Appliance Bundle w/1 yr. Gateway Security Suite Support	3.00	4,795.00	14,385.00	
SWALL-NSA3600S2	SonicWall 2yr. Gateway Security Suite Support License on NSA 3600 Network Security Appliance	3.00	3,351.00	10,053.00	

(1) for County, (1) for 911, (1) for Annex.

SubTotal:	24,438.00
Tax:	0.00
Shipping:	0.00
Total:	24,438.00

UES TECHNOLOGIES IS NOT LIABLE FOR SOFTWARE PERFORMANCE OR INTEGRITY.
 Network service time is portal (UES location) to depart of customers location.
 All UES warranty repairs do not include same day service without additional charges
 Hardware is warranted for manufacturer defect ONLY (by manufacturer). Software is non-returnable. All used parts are AS IS.

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Bagley Radio Tower
DEPARTMENT:	911
ATTACHMENTS:	Yes
SUMMARY:	
<p>We received a letter back from the Road Commission advising the Bagley Tower could be conveyed to Menominee County with a quit claim deed – this would include the existing tower, land, and buildings. The County also received recommendations from the Menominee County Fire Chiefs Association and 911 Governing Board to continue with the current VHF radio system – which would require replacing the Bagley Tower.</p>	
RECOMMENDED MOTION	
<p>To acquire Bagley Tower (land, building, tower and equipment) from the Menominee County Road Commission by conveyance of a quit-claim deed for the purchase amount of \$1.00.</p>	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Bagley Radio Tower
DEPARTMENT:	911
ATTACHMENTS:	Yes
SUMMARY:	
<p>We received a letter back from the Road Commission advising the Bagley Tower could be conveyed to Menominee County with a quit claim deed – this would include the existing tower, land, and buildings. The County also received recommendations from the Menominee County Fire Chiefs Association and 911 Governing Board to continue with the current VHF radio system – which would require replacing the Bagley Tower.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

11/21/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

COMMISSIONERS:

KENNETH BOWER
BARK RIVER, MI 49807

ANTHONY KAKUK
DAGGETT, MI 49821

KENNETH KLINE
WALLACE, MI 49893



MENOMINEE COUNTY

BOARD OF COUNTY ROAD COMMISSIONERS

P. O. BOX 527 • STEPHENSON, MICHIGAN 49887 • PHONE 906-753-5444 or 906-753-6914
FAX 906-753-4319

DARRELL W. MOILANEN
ENGINEER-MANAGER

LISA K SAVORD
FINANCE DIRECTOR/CLERK

November 12, 2019

Mr. Jason Carviou, County Administrator
Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858

Re: Bagley Radio Tower and Property

Dear Mr. Carviou:

At their meeting held on Tuesday, November 12, 2019, the Menominee County Board of Road Commissioners discussed the conveyance of the tower and property to Menominee County.

The Menominee County Board of Road Commissioners decided that based on the advice of their attorney, the Road Commission wants to execute a quit-claim deed to the County for a fee of \$1.00, to transfer the Bagley Radio Tower and Property. The Road Commission would have their attorney draft up the Quit-Claim Deed document at no cost to the County. Please respond if this is acceptable to the County Board.

Please be advised that if the County wants any other type of conveyance other than a quit-claim deed to be executed, the Road Commission would expect the County to cover all associated costs (ie. Title search, etc.).

If you have any questions, please do not hesitate to contact me.

Sincerely,

MENOMINEE COUNTY ROAD COMMISSION

Darrell W. Moilanen, Engr-Mgr., P.E.

Cc: Road Commissioners
Larry Phelps

To whom it may concern,

The Menominee County Fire Fighters Association- Menominee County Fire Chiefs Association has been asked by Menominee County Emergency Management and given two proposals recently to review. The two presented proposals that were given was in reference to the VHF/800Mhz radio plans. After discussion at both our Chiefs Association and Fire Fighters Association meetings we as a whole have made our decision and recommendation.

At our Fire Fighters Association meeting held on October 31st 2019:

A motion by Spalding Township Chief Hammerberg to follow the proposed plan and to keep going forward with our current VHF System, Seconded by Mellen Township Asst. Chief Erickson.

Results: All in favor- Unanimous

The Menominee County Fire Association is made up of all 12 Fire Departments in Menominee County, as well as all the members/employees of each. This association represents all 200+ firefighters who serve their departments, communities, and county.

Respectfully

A handwritten signature in black ink, appearing to read 'Josh Dessart', with a long, sweeping horizontal line extending to the right.

Josh Dessart President

Menominee County Fire Association -MCFCA

Attn:

Menominee County E 9-11

Menominee County 9-11 Governing Board

Menominee County Administrator

Menominee County Board of Commissioners

**MENOMINEE COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

SUBJECT:	Coleman Engineering – GIS Hosting Invoice
DEPARTMENT:	Equalization
ATTACHMENTS:	Yes
SUMMARY:	
Review 2020 GIS Web Hosting Proposal – Exceeds \$5,000	
RECOMMENDED MOTION	
To approve the one year agreement with Coleman Engineering Company in the amount of \$6,000 for the 2020 Web Based GIS Hosting. (1/1/2020 – 12/31/2020)	

Submitted by: Jason Carviou

12/06/2019
Date

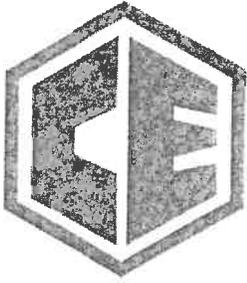
WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):



COLEMAN ENGINEERING COMPANY

CIVIL ENGINEERING • ENVIRONMENTAL ENGINEERING • GEOTECHNICAL ENGINEERING • SURVEYING

635 CIRCLE DRIVE • IRON MOUNTAIN, MI 49801 • PHONE: 906-774-3440

October 16, 2019

Mr. Jason Carviou
County Administrator
Menominee County
839 10th Avenue
Menominee, MI 49858

Re: 2020 Web Based GIS Hosting
Menominee County, Michigan

Dear Mr. Carviou:

Coleman Engineering Company (CEC) is pleased to submit this proposal to Menominee County (County) for the above referenced services.

Scope of Services

CEC will continue to provide GIS web hosting services to the County. Through internet access, all County GIS data will be made available to necessary County personnel along with limited public access.

CEC will continue to provide access to the CEC GIS Platform that provides the County the ability to perform parcel maintenance, splits and combinations.

CEC will, on a requested basis, update the parcel layer and tax data from data provided by the County.

CEC will incorporate existing client provided 911 GIS address and road centerline data into the CEC GIS Platform.

Assumptions

Incorporation of 911 address and road centerline GIS data into the CEC GIS Platform will be completed after permission is received from the Menominee County E-911 Department.

If during the course of the project it is found that other services or additional data incorporation is required, CEC will provide the County with a written estimate of costs prior to the commencement of work.

October 16, 2019

Page 2

If, during the course of the project, it is found that other services or incorporation of other data is required by the County, individual Township or City, a necessary cost of services increase may arise. If so, CEC will notify the County, Township or City and prepare a written scope of services and cost proposal for approval prior to the commencement of work.

All layers are, and will remain, the property of the County.

Fees

In accordance with the assumptions and conditions set forth in this letter, the scope of services listed above will be completed for a lump sum amount of \$6,000.

Performance Schedule

CEC anticipates starting work upon receipt of a signed work order and will continue these hosting duties from January 1, 2020 through December 31, 2020. Prior to January 1, 2021 CEC will review this scope of services with the County before continuing hosting responsibilities for year 2021.

If you accept this proposal, please endorse both copies of the attached Work Orders and return one copy to our office. Please retain one copy for your files.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please call me at (906) 774-3440.

Sincerely,
COLEMAN ENGINEERING COMPANY

Gary D. Hoaglund
GIS Manager

GDH/grp

Enclosures

I:\Proposals\Menominee County\2020\Web Hosting\Proposal Ltr_2020 GIS Web Hosting.docx

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Resolution 2019-25 Honoring Linda Gullicksen
DEPARTMENT:	Probate
ATTACHMENTS:	Yes
SUMMARY:	
Linda Gullicksen, Deputy Register of Probate/Juvenile is retiring on December 13, 2019. This Resolution recognizes Linda's service to the County.	
RECOMMENDED MOTION	
Motion approve Resolution 2019-25 Honoring Linda Gullicksen for her Retirement and Service to Menominee County.	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
RESOLUTION 2019 – 25**

**HONORING
LINDA GULLICKSEN**

WHEREAS, Linda Gullicksen began her career with Menominee County on May 13, 2002; and

WHEREAS, Linda Gullicksen has served the citizens of Menominee County as the Deputy Register of Probate for 17 years and 7 months; and

WHEREAS, Linda Gullicksen will retire from Menominee County on December 13, 2019; and

WHEREAS, Linda Gullicksen has passionately served Menominee County with professionalism, dignity, and integrity; and

WHEREAS, Linda Gullicksen has exemplified public service at its finest and has carried forward a sense of pride to our County; and

WHEREAS, it is our desire to wish Linda Gullicksen the best as she enters a well-deserved retirement.

NOW, THEREFORE BE IT RESOLVED THAT, the Menominee County Board of Commissioners, hereby recognize Linda Gullicksen for her loyal and faithful service to the citizens of Menominee County; and

THEREFORE BE IT FURTHER RESOLVED THAT, in honor of her 17 years and 7 months of service, this resolution be presented to Linda Gullicksen.

Marc Kleiman
Menominee County Clerk

Gerald Piche
County Board Chairman

Date

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Commissioner per diems & expenses as recently submitted for payment	
RECOMMENDED MOTION	
Motion to approve Commissioner per diems and expenses as recently submitted.	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: .58 cents/mile ~ effective 01 January 2019

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Larry Johnson Jr. ~ District 9

Date	Meeting Place	# of miles	X .58/mile	Total Cost	Account Number
10-8-19	Annex CB	42	24.36		
10-22-19	Annex CB	42	24.36		101-101-860.00
10-31-19	Pizzavest BOH	0	0		101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
					101-101-860.00
			Total Mileage	84	
Total Mileage Fee					\$48.72

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.



Signed

11-12-19

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous bills paid on November 14, 2019 in the amount of \$141,336.22.	
RECOMMENDED MOTION:	
Motion to approve miscellaneous bills paid on November 14, 2019 in the amount of \$141,336.22.	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
101-103 Other Legislative
101-131 Circuit/Family Court
101-132 Family Court
101-136 District Court
101-141 Friend of Court
101-148 Probate Court
101-150 Jury Commission
101-172 County Administrator
101-192 Board of Canvassers
101-211 Legal
101-215 County Clerk
101-228 Computer Technology
101-253 County Treasurer
101-257 Equalization
101-261 MSU Extension
101-262 Elections
101-265 Courthouse Grounds
101-267 Prosecuting Attorney
101-268 Register of Deeds
101-275 Drain Commissioner
101-301 Sheriff Department
101-331 Marine Law
101-332 Snowmobile Law
101-334 Off-Road Recreational Vehicle
101-335 ATV Education
101-401 Planning Commission
101-402 Brownfield Authority
101-426 Emergency Management
101-526 Waste Management
101-601 Health & Welfare
101-648 Medical Examiner
101-681 Vets Burial & Relief
101-682 Veterans Affairs
101-728 Economic Development
101-997 Appropriations
101-999 Operating Transfers

Special Revenue Funds

205 Road Patrol
206 Sheriff Work Van
208 County Parks
215 Friend of Court
216 Menominee Regional Airport
220 Park Improvements
243 Remonumentation
249 Building Code
256 ROD - Automation Fund
260 MI Indigent Defense Attorneys
263 Concealed Pistol Licensing
264 Local Corrections Officers Training
265 Drug Law Enforcement Forfeiture
266 E-911
269 Law Library
271 County Library
274 Comm.Dev.BlockGrant - MSHDA
277 LEPC
280 Inmate Canteen fund
281 K-9
282 Justice Training
285 Senior Citizens
289 SOM Salvage Vehicle Title Inspections
292 Child Care
292 Special Child Care Funds
294 Veterans' Service Fund Grant
296 Juvenile Diversion Child Care
401 3-Way Road
516 DTRF-Delinquent Tax Revolving Fund
517 DTRF-PA 123 Foreclosure

APPROVED

NOV 14 2019

**CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: ABILITA				
191019	Phase 2 - Final Payment	101-103-970.19	450.00	450.00
TOTAL VENDOR ABILITA				450.00
VENDOR NAME: ALGER-DELTA COOPERATIVE ASSOCI				
367100	N8390 Beach House	208-751-920.01	29.65	29.65
367200	Northwest Campsites	208-751-920.01	146.81	146.81
369802	W8449 Co Rd G12 Campsites	208-751-920.01	52.14	52.14
370500	Shakey Lakes Office/Shop	208-751-920.01	132.02	132.02
379700	Storage Shed	208-751-920.01	69.93	69.93
380300	Shower Building	208-751-920.01	80.81	80.81
383001	Shakey/Horse	208-751-920.01	29.21	29.21
383101	Bass Lakes Camp Sites	208-751-920.01	39.35	39.35
383200	N8380 Co Park Rd 20.5	208-751-920.01	140.93	140.93
383301	Shakey/Cattle	208-751-920.01	99.77	99.77
1614900	Bath House	208-751-920.01	97.71	97.71
1503500	N8380 Co Pk Rd 20.5	208-751-920.01	29.21	29.21
TOTAL VENDOR ALGER-DELTA COOPERATIVE ASSOCI				947.54
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863202310	Telephone Services	101-228-850.00	461.79	461.79
906863470510	Telephone Services - Probation/Parole	101-228-850.00	100.37	100.37
906863444110	Telephone Services - Sheriff Dept	101-228-850.00	611.12	611.12
906753220911	Telephone Services - Annex	101-228-850.00	237.32	237.32
906753458211	Telephone Services - Parks	208-751-850.00	53.97	53.97
906863661410	Telephone Services	266-325-850.00	303.70	303.70
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,768.27
VENDOR NAME: BAY AREA MEDICAL CENTER, INC.				
31739	Inmate Medical (19-859)	205-315-755.00	14.47	14.47
TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.				14.47
VENDOR NAME: BIEHL CONSTRUCTION CO., INC.				
51116	Asphalt Patching (Airport)	216-585-981.01	4,800.00	4,800.00
TOTAL VENDOR BIEHL CONSTRUCTION CO., INC.				4,800.00
VENDOR NAME: BLUETARP FINANCIAL, INC.				
F47767	Inmate Supplies	101-301-770.00	296.50	296.50
TOTAL VENDOR BLUETARP FINANCIAL, INC.				296.50
VENDOR NAME: BODY WORKS PLUS, LLC				
M269156	Vehicle Maintenance - 2008 Chevy Impala	101-265-981.00	100.00	100.00
M269153	Deductible (2018 Chevy Tahoe)	205-315-981.00	250.00	250.00
TOTAL VENDOR BODY WORKS PLUS, LLC				350.00
VENDOR NAME: BP				
57227183	Gasoline Sales (RP)	205-315-742.00	584.23	584.23
TOTAL VENDOR BP				584.23
VENDOR NAME: BRAZEAU, DAWN				
Transcripts	19-45096-FY & 19-45097-FY	101-267-806.00	176.25	176.25
Transcripts	19-45096-FY & 19-45097-FY	101-136-806.00	45.00	45.00
Transcripts	19-44638-FY	101-136-806.00	108.65	108.65
Transcripts	19-44638-FY	101-267-806.00	15.90	15.90
TOTAL VENDOR BRAZEAU, DAWN				345.80
VENDOR NAME: BRUNELLE, JENNIFER				
October 2019	Crisis Intervention	292-668-801.00	565.00	565.00
November 2019	Crisis Intervention	292-668-801.00	150.00	150.00
TOTAL VENDOR BRUNELLE, JENNIFER				715.00
VENDOR NAME: CITY OF MENOMINEE				
5016	Gasoline Sales (September 2019)	101-265-742.00	147.84	147.84
		101-268-860.00	24.84	24.84
		101-257-742.00	50.85	50.85
		101-172-860.00	10.48	10.48

APPROVED

NOV 14 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: CITY OF MENOMINEE				
TOTAL VENDOR CITY OF MENOMINEE				234.01
VENDOR NAME: CITY OF STEPHENSON				
709	Annex - Water/Electric/Sewer	101-261-920.01	20.66	
		101-261-920.02	35.23	
		101-261-920.03	171.35	
TOTAL VENDOR CITY OF STEPHENSON				227.24
VENDOR NAME: CLOVERLAND PAPER CO				
120808	Janitorial Supplies - Courthouse	101-265-755.01	247.77	247.77
120810	Janitorial Supplies - Annex	101-265-755.01	64.62	64.62
120855	Janitorial Supplies - Annex	101-265-755.01	49.83	49.83
120856	Janitorial Supplies - Courthouse	101-265-755.01	310.69	310.69
120904	Janitorial Supplies - Courthouse	101-265-755.01	159.35	159.35
120905	Janitorial Supplies - Annex	101-265-755.01	39.01	39.01
120809	Inmate Cleaning Supplies	101-301-770.00	723.10	723.10
120852	Inmate Supplies	101-301-770.00	15.71	15.71
120903	Inmate Supplies	101-301-770.00	261.08	261.08
TOTAL VENDOR CLOVERLAND PAPER CO				1,871.16
VENDOR NAME: COOPER OFFICE EQUIPMENT				
171613	Contract # 3025-01	101-228-931.00	457.44	457.44
TOTAL VENDOR COOPER OFFICE EQUIPMENT				457.44
VENDOR NAME: CRISTANELLI, MARTIN DR., MD, ME				
AUO19-22	Autopsy - Christina Decoster	101-648-836.00	600.00	600.00
TOTAL VENDOR CRISTANELLI, MARTIN DR., MD, ME				600.00
VENDOR NAME: DDT CONSTRUCTION, INC.				
02257	Limestone at Kleinke	208-751-930.04	240.00	240.00
TOTAL VENDOR DDT CONSTRUCTION, INC.				240.00
VENDOR NAME: DEKETO, LLC				
DK 10-19	October 2019 Documents (x416)	256-277-857.00	832.00	832.00
TOTAL VENDOR DEKETO, LLC				832.00
VENDOR NAME: DICKINSON COUNTY HEALTHCARE				
AUO19-22	Autopsy - Christina Decoster	101-648-836.00	954.75	954.75
TOTAL VENDOR DICKINSON COUNTY HEALTHCARE				954.75
VENDOR NAME: DICKINSON COUNTY TREASURER				
Circuit Court 2019-3	July, Aug, Sept 2019	101-131-702.00	28,035.11	28,035.11
Circuit Court 2019-3	July, Aug, Sept 2019	101-131-702.00	75.00	75.00
TOTAL VENDOR DICKINSON COUNTY TREASURER				28,110.11
VENDOR NAME: DOBIAS, MARK				
2019-115-MI	Court Appointed - Brandon Nicoll	101-148-807.00	85.74	85.74
TOTAL VENDOR DOBIAS, MARK				85.74
VENDOR NAME: EAGLEHERALD PUBLISHING, LLC				
1406	Advertising	101-101-901.00	65.99	65.99
1445	Election Advertising	101-262-727.00	2,229.20	2,229.20
TOTAL VENDOR EAGLEHERALD PUBLISHING, LLC				2,295.19
VENDOR NAME: EICHHORN, GARY				
10/24/19	DHHS Board Meeting	101-601-837.00	50.00	50.00
TOTAL VENDOR EICHHORN, GARY				50.00
VENDOR NAME: EICHHORN, JAYNE MARIE				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	96.98
		101-192-860.00	46.98	
TOTAL VENDOR EICHHORN, JAYNE MARIE				96.98
VENDOR NAME: EPIC AVIATION, LLC				

NOV 14 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: EPIC AVIATION, LLC				
7260591	Jet Fuel	216-585-743.00	19,207.31	19,207.31
TOTAL VENDOR EPIC AVIATION, LLC				19,207.31
VENDOR NAME: GENE WANGERIN				
10/12/19	Top Soil at Kleinke Park	208-751-930.04	165.00	165.00
TOTAL VENDOR GENE WANGERIN				165.00
VENDOR NAME: GENESIS LAMP CORPORATION				
70050	Shipping on Original Invoice	216-585-755.02	16.31	16.31
TOTAL VENDOR GENESIS LAMP CORPORATION				16.31
VENDOR NAME: HAFEMAN, WILLIAM				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	95.24
		101-192-860.00	45.24	
TOTAL VENDOR HAFEMAN, WILLIAM				95.24
VENDOR NAME: HANSEN, JANE C.W.				
October 2019	CAFA	260-266-801.01	900.00	1,480.00
		260-266-801.02	580.00	
TOTAL VENDOR HANSEN, JANE C.W.				1,480.00
VENDOR NAME: HANSON, JUDI				
Reimbursement	Uniform Allowance	205-315-745.00	375.00	375.00
TOTAL VENDOR HANSON, JUDI				375.00
VENDOR NAME: HENSLEY, RN, JOEL				
11/9/19	Inmate Nursing Services	101-301-770.01	1,365.00	1,365.00
TOTAL VENDOR HENSLEY, RN, JOEL				1,365.00
VENDOR NAME: J S ELECTRONICS, INC.				
20666	Radio Maintenance	205-315-934.01	73.88	73.88
20655	Install K9 Enclosure (Squad 5517)	205-315-981.00	960.00	960.00
20660	911 Tower Lease - November 2019	266-325-976.00	517.63	517.63
TOTAL VENDOR J S ELECTRONICS, INC.				1,551.51
VENDOR NAME: JOHNSON, LARRY				
Reimbursement	Mileage - October 2019	101-101-860.00	48.72	48.72
TOTAL VENDOR JOHNSON, LARRY				48.72
VENDOR NAME: K & M RENTALS				
9456	Portable Toilet - Airport Park	208-751-801.00	90.00	90.00
TOTAL VENDOR K & M RENTALS				90.00
VENDOR NAME: KLEIMAN, MARC				
Reimbursement	Mileage - Election	101-262-860.00	97.44	97.44
TOTAL VENDOR KLEIMAN, MARC				97.44
VENDOR NAME: KOEHNE CHEVROLET, BUICK, GMC INC.				
MENO83	Vehicle Maintenance - 2019 Silverado	101-301-981.00	499.00	499.00
TOTAL VENDOR KOEHNE CHEVROLET, BUICK, GMC INC.				499.00
VENDOR NAME: L.A. BUSSE, INC.				
ZB82140	Dishwasher Repair at Jail	280-362-755.00	2,883.68	2,883.68
TOTAL VENDOR L.A. BUSSE, INC.				2,883.68
VENDOR NAME: LARSON, MICHELLE				
11/5/19	Can Zone & Mileage	292-668-801.00	90.00	115.52
		292-668-801.00	25.52	
TOTAL VENDOR LARSON, MICHELLE				115.52

NOV 14 2019

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	CHIEF FISCAL OFFICER MENOMINEE COUNTY MICHIGAN	AMOUNT
VENDOR NAME: LAWRENCE, GEOFFREY C.					
2019-135-MI	Court Appointed - Ashley Medlin	101-148-807.00	285.00		285.00
2019-144-MI	Court Appointed Legal - S.S. Spiegel	101-148-807.00	200.00		200.00
TOTAL VENDOR LAWRENCE, GEOFFREY C.					485.00
VENDOR NAME: LUFTS ADVERTISER, INC.					
10/30/19	Advertising - Admin & Elections	101-101-901.00	173.00		173.00
		101-262-727.00	722.00		895.00
TOTAL VENDOR LUFTS ADVERTISER, INC.					895.00
VENDOR NAME: MASTERCARD					
Credit Card	Airport	216-585-981.02	52.28		52.28
TOTAL VENDOR MASTERCARD					52.28
VENDOR NAME: MCKESSON MEDICAL - SURGICAL					
67578557	Inmate Medical Supplies	101-301-770.01	175.06		175.06
TOTAL VENDOR MCKESSON MEDICAL - SURGICAL					175.06
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.					
31812	Boiler Check Up & Maintenance	101-265-934.00	2,442.00		2,442.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.					2,442.00
VENDOR NAME: MENARDS - MARINETTE					
97381	Park Supplies	208-751-930.04	64.97		64.97
97517	Uniform Allowance (M. Sieg)	101-265-745.00	79.98		79.98
97136	Building Maintenance Supplies	101-265-930.01	39.98		39.98
96767	FOC - Building Supplies	215-141-970.00	277.14		277.14
96764	Credit Memo	101-265-755.00	(11.99)		(11.99)
97503	Inmate Supplies	101-301-770.00	106.26		106.26
TOTAL VENDOR MENARDS - MARINETTE					556.34
VENDOR NAME: MENOMINEE ANIMAL SHELTER, INC					
1903	Impoundment	101-601-958.00	307.50		307.50
TOTAL VENDOR MENOMINEE ANIMAL SHELTER, INC					307.50
VENDOR NAME: MENOMINEE COUNTY JOURNAL					
103	Person Wishing to Serve on Boards	101-101-901.00	60.00		60.00
105	Quotes Needed	101-101-901.00	81.00		81.00
107	Election Notices	101-262-727.00	1,272.00		1,272.00
10/25/19	Legal Notice	101-267-804.00	138.70		138.70
TOTAL VENDOR MENOMINEE COUNTY JOURNAL					1,551.70
VENDOR NAME: MERKEL, WILLIAM					
October 2019	CAFA	260-266-801.01	750.00		750.00
		260-266-801.02	900.00		1,650.00
TOTAL VENDOR MERKEL, WILLIAM					1,650.00
VENDOR NAME: MICHIGAN SHERIFFS' ASSOCIATION					
20191026	2020 Professional Association Membership	101-301-802.00	775.00		775.00
TOTAL VENDOR MICHIGAN SHERIFFS' ASSOCIATION					775.00
VENDOR NAME: MICHIGAN STATE INDUSTRIES					
1226 8664 & 14404	Inmate Supplies	101-301-770.00	1,099.00		1,099.00
TOTAL VENDOR MICHIGAN STATE INDUSTRIES					1,099.00
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I					
0150346-001	Office Supplies - Probate/Family	101-132-727.00	14.34		14.34
		101-148-727.00	14.35		28.69
0150586-001	Office Supplies - Equalization	101-257-727.00	18.76		18.76
0150549-001	Office Supplies - Treasurer's Office	101-253-727.00	13.08		13.08
0150544-001	Office Supplies - Treasurer's Office	101-253-727.00	57.68		57.68
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I					118.21

NOV 14 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: MMTA				
1493	Membership Renewal	101-253-802.00	75.00	75.00
TOTAL VENDOR MMTA				75.00
VENDOR NAME: NASER, JEFF				
10/24/19	DHHS Board Meeting	101-601-837.00	50.00	50.00
TOTAL VENDOR NASER, JEFF				50.00
VENDOR NAME: NEGRO, MARI				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	102.78
		101-192-860.00	52.78	
TOTAL VENDOR NEGRO, MARI				102.78
VENDOR NAME: NUTT, MICHAEL				
Reimbursement	Mileage - October 2019	292-664-860.00	63.51	63.51
October 2019	Crisis Intervention	292-668-801.00	95.00	95.00
November 2019	Crisis Intervention	292-668-801.00	155.00	155.00
TOTAL VENDOR NUTT, MICHAEL				313.51
VENDOR NAME: OFFICE DEPOT, INC.				
394891306001	Office Supplies - Elections	101-262-727.00	5.79	5.79
394891305001	Office Supplies - Elections	101-262-727.00	10.99	10.99
394890119001	Office Supplies - Elections	101-262-727.00	73.02	73.02
389552694001	Office Supplies - District Court	101-136-727.00	14.54	14.54
TOTAL VENDOR OFFICE DEPOT, INC.				104.34
VENDOR NAME: PAIDL'S TRUE VALUE HARDWARE				
150008	Park Supplies	208-751-930.04	17.95	60.59
		208-751-742.00	9.89	
		208-751-755.02	7.48	
		208-751-981.00	11.99	
		208-751-755.02	13.28	
TOTAL VENDOR PAIDL'S TRUE VALUE HARDWARE				60.59
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068319291003	Inmate Supplies	101-301-770.00	113.29	113.29
40068319298002	Inmate Supplies	101-301-770.00	97.54	97.54
TOTAL VENDOR PAN-O-GOLD BAKING CO.				210.83
VENDOR NAME: PESHTIGO TIMES & TIMES SAVER				
001184	Display Ad (PT Cook)	101-301-755.00	59.50	59.50
TOTAL VENDOR PESHTIGO TIMES & TIMES SAVER				59.50
VENDOR NAME: PETERSON, RICHARD				
Board of Canvassers	Per Diem & Mileage	101-192-705.00	50.00	90.60
		101-192-860.00	40.60	
TOTAL VENDOR PETERSON, RICHARD				90.60
VENDOR NAME: PHILIPPS, RANDALL				
October 2019	CAFA	260-266-801.01	750.00	1,500.00
		260-266-801.02	750.00	
October 2019	CAFA	260-266-801.02	500.00	500.00
TOTAL VENDOR PHILIPPS, RANDALL				2,000.00
VENDOR NAME: PHILIPPS, THOMAS				
Reimbursement	Mileage & Supplies	101-426-860.00	126.44	273.42
		101-426-727.00	74.99	
		101-426-755.00	71.99	

NOV 14 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: PHILIPPS, THOMAS				
TOTAL VENDOR PHILIPPS, THOMAS				273.42
VENDOR NAME: PICHE, GERALD L.				
Reimbursement	Mileage - October 2019	101-101-860.00	84.68	84.68
TOTAL VENDOR PICHE, GERALD L.				84.68
VENDOR NAME: PINECREST MEDICAL CENTER				
10/24/19	DHHS Board Meeting	101-601-837.00	50.00	50.00
TOTAL VENDOR PINECREST MEDICAL CENTER				50.00
VENDOR NAME: POMP'S TIRE SERVICE, INC.				
1020359894	Winter Tires for Squads (x32)	205-315-981.00	4,672.00	4,672.00
TOTAL VENDOR POMP'S TIRE SERVICE, INC.				4,672.00
VENDOR NAME: PRESTIN, DAVID				
Reimbursement	Mileage - October 2019	101-101-860.00	55.68	55.68
TOTAL VENDOR PRESTIN, DAVID				55.68
VENDOR NAME: REINHART FOODSERVICE				
881142	Inmate Supplies	101-301-770.00	1,329.60	1,329.60
885449	Inmate Supplies	101-301-770.00	1,721.36	1,721.36
TOTAL VENDOR REINHART FOODSERVICE				3,050.96
VENDOR NAME: SEABORG, SARA D.				
October 2019	CAFA	260-266-801.01	750.00	1,675.00
		260-266-801.02	925.00	
TOTAL VENDOR SEABORG, SARA D.				1,675.00
VENDOR NAME: SMITH, GREG				
Reimbursement	Uniform Allowance	205-315-745.00	700.00	700.00
TOTAL VENDOR SMITH, GREG				700.00
VENDOR NAME: STATE OF MICHIGAN				
C41	Oct, Nov, Dec 2019	101-131-858.03	2,018.17	2,018.17
9/30/19	Monthly Offset Statement	292-662-843.01	696.43	696.43
10/11/19	Monthly Offset Statement	292-662-843.01	4,402.30	4,402.30
761-10449694	Campground License Fee Renewal (Kleinke)	208-751-755.08	126.00	126.00
761-10449697	Campground License Fee Renewal (Shakey)	208-751-755.08	284.00	284.00
Certification	Nicole Linder / Kandace Curran	101-257-802.00	350.00	350.00
TOTAL VENDOR STATE OF MICHIGAN				7,876.90
VENDOR NAME: STATELINE APPAREL				
58654	Uniform Allowance - Mike Sieg	101-265-745.00	79.99	79.99
58863	Uniform Allowance - Mike Sieg	101-265-745.00	12.99	12.99
TOTAL VENDOR STATELINE APPAREL				92.98
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
1013259	Park Supplies	208-751-930.04	100.00	100.00
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				100.00
VENDOR NAME: TEACHING FAMILY HOMES OF UPPER				
14020, 14059, 14086	Foster Care	292-662-843.05	12,709.80	12,709.80
TOTAL VENDOR TEACHING FAMILY HOMES OF UPPER				12,709.80
VENDOR NAME: THE ADVERTISER				
100173	Community Awareness	101-301-802.00	27.00	27.00
TOTAL VENDOR THE ADVERTISER				27.00
VENDOR NAME: THE JANITOR'S CLOSET				
46217	Cleaning Services	101-265-801.00	1,900.00	1,900.00
46253	Red Spray Buff	101-265-755.01	7.69	7.69
TOTAL VENDOR THE JANITOR'S CLOSET				1,907.69
VENDOR NAME: THE MOTOR COMPANY, INC.				
MENO022	Vehicle Maintenance - 2007 Chevy	101-265-981.00	43.59	43.59

NOV 14 2019

CHIEF LEGAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: THE MOTOR COMPANY, INC.				
TOTAL VENDOR THE MOTOR COMPANY, INC.				43.59
VENDOR NAME: TIME WARNER CABLE				
621199203110319	Airport (November 2019)	216-585-850.00	327.30	327.30
620475202110719	Inmate (11/6 - 12/5/19)	101-301-770.00	144.44	144.44
710008401110319	November 2019	101-228-850.00	534.11	534.11
TOTAL VENDOR TIME WARNER CABLE				1,005.85
VENDOR NAME: TRANSUNION RISK & ALTERNATIVE				
352277-201910-1	October 2019	101-301-755.00	50.00	50.00
TOTAL VENDOR TRANSUNION RISK & ALTERNATIVE				50.00
VENDOR NAME: TWIN CITY ELECTRIC, INC.				
81708	Freight Charges to Return Camera	101-301-934.02	24.14	24.14
81703	Finish of Wiring in FOC Office	215-141-970.00	662.55	662.55
81707	Install Axes Network Camera	260-266-830.00	3,264.50	3,264.50
TOTAL VENDOR TWIN CITY ELECTRIC, INC.				3,951.19
VENDOR NAME: U.E.S. COMPUTERS, INC.				
50562	Weekly Computer Maintenance	101-228-857.00	8,197.50	8,345.45
		101-228-970.01	147.95	
TOTAL VENDOR U.E.S. COMPUTERS, INC.				8,345.45
VENDOR NAME: UWC				
9067532209	Telephone Services (Annex)	101-228-850.00	6.13	6.13
9068634441	Telephone Services (Sheriff Dept)	101-228-850.00	52.15	52.15
9068634705	Telephone Services (Dept of Probation)	101-228-850.00	11.49	11.49
9068632023	Telephone Services (MC Offices)	101-228-850.00	24.18	24.18
9067534582	Telephone Services (Shakey Lakes)	208-751-850.00	1.21	1.21
TOTAL VENDOR UWC				95.16
VENDOR NAME: VALENTI, SUSAN F.				
Reimbursement	Mileage & Meals	101-131-860.00	168.46	168.46
TOTAL VENDOR VALENTI, SUSAN F.				168.46
VENDOR NAME: VERAGHEN, SHEILA				
10/24/19	DHHS Board Meeting	101-601-837.00	50.00	50.00
TOTAL VENDOR VERAGHEN, SHEILA				50.00
VENDOR NAME: WALTER BROTHERS INC				
20106	Airport Supplies	216-585-981.02	13.46	20.73
		216-585-728.00	1.79	
		216-585-755.02	5.48	
TOTAL VENDOR WALTER BROTHERS INC				20.73
VENDOR NAME: WASTE MANAGEMENT, INC.				
1646267-1856-7	November 2019	101-265-801.00	820.22	820.22
1646826-1856-0	Airport - Garbage Pickup	216-585-801.00	197.17	197.17
0061485-2808-3	Parks - November 2019	208-751-920.02	189.02	189.02
TOTAL VENDOR WASTE MANAGEMENT, INC.				1,206.41
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0402191663-00001	Health Care Center	101-265-920.03	283.02	283.02
0402055840-00001	County Jail	101-265-920.03	3,035.31	3,035.31
0402047856-00004	Courthouse	101-265-920.04	792.60	792.60
0403823200-00005	Airport - Gate Center	216-585-920.03	27.74	27.74
0403823200-00006	Airport - Hanger Gate Center	216-585-920.03	27.74	27.74
0402047856-00010	1000 9th Street	101-265-920.03	90.06	137.43
		101-265-920.04	47.37	

11/14/2019 11:54 AM
User: jessicaw
DB: Menominee County

CUSTOM INVOICE REPORT FOR COUNTY OF MENOMINEE
EXP CHECK RUN DATES 11/14/2019 - 11/14/2019
UNJOURNALIZED
OPEN

APPROVED

NOV 14 2019

CHIEF FISCAL OFFICER
MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS AMOUNTS		AMOUNT
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP				
0403823200-00004	Airport	216-585-920.00	16.54	
		216-585-920.03	307.32	521.93
		216-585-920.00	22.81	
		216-585-920.03	138.03	
		216-585-920.00	37.23	
0405249882-00005	Parks	208-751-920.01	46.26	
		208-751-920.01	36.52	180.20
		208-751-920.01	54.65	
		208-751-920.01	15.49	
		208-751-920.01	27.28	
0402047856-00006	Stoney Point	208-751-920.01	42.55	42.55
0402047856-00011	1004 9th Street	101-265-920.03	64.32	64.32
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				5,112.84
VENDOR NAME: XEROX CORPORATION				
098516609	Probation/Parole	101-131-942.00	101.85	101.85
098516606	Sheriff Dept	101-301-727.00	42.28	42.28
098516607	Sheriff Dept	101-301-727.00	375.90	375.90
TOTAL VENDOR XEROX CORPORATION				520.03
GRAND TOTAL:				141,336.22

MENOMINEE COUNTY BOARD OF COMMISSIONERS AGENDA ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commission Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Miscellaneous boards and committee meeting minutes/reports are received as they are approved. The county board is to review miscellaneous minutes/reports.	
RECOMMENDED MOTION	
Motion to approve miscellaneous boards/committees/Commissioner reports to be placed on file in the Office of the County Clerk.	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

MENOMINEE COUNTY FINANCE COMMITTEE

Minutes of Meeting

August 20, 2019

****APPROVED NOVEMBER 12, 2019****

The Menominee County Finance Committee met on August 20, 2019 at 9:00 AM at the Menominee County Courthouse in Menominee, Michigan.

I. Call to Order

The meeting was called to order by Chair Hafeman at 9:00 AM.

II. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

III. Roll Call

Commissioners Present: Chair Hafeman, Commissioner Schei, Commissioner Gromala, and Commissioner Prestin.

IV. Approval of the Agenda

Motion made by Commissioner Schei, seconded by Commissioner Prestin to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

V. Approval of Previous Minutes – 3/22/2019

Motion made by Commissioner Gromala, seconded by Commissioner Schei to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

VI. Public Comment

Kathy Branz – Commented on the proposed budget for the Parks Department.

Nancy Gill – Commented on the proposed budget for MSU-Extension/4-H Program.

Bob Desjarlais – Commented on the proposed budget for the Parks Department and longevity bonuses for County personnel.

VII. Department Head / Elected Official Comment

Sheriff Ken Marks – Commented on the proposed budget for MSU-Extension/4-H Program.

VIII. Business

A. 2018/2019 Budget Amendments – Group # 3

Administrator Carviou went through the proposed budget amendments with the Finance Committee.

Motion made by Commissioner Schei, seconded by Commissioner Gromala to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

B. 2019/2020 Budget

Administrator Carviou presented his proposed 2019/2020 Budget to the Finance Committee. The Finance Committee reviewed the proposed budget and made several recommendations to the County Board.

Recommendation to remove Parking Lot Expansion Project (Other Legislative – 101.103.970.21) in the amount of \$5,000 from the proposed budget. Vote Taken. In Favor: Commissioner Gromala and Commissioner Prestin. Opposed: Chair Hafeman and Commissioner Schei. **SPLIT VOTE 2-2.**

Recommendation to remove Capital Outlay – Office Furniture (County Administrator – 101.172.970.00) in the amount of \$5,000 from the proposed budget. Vote Taken. In Favor: Chair Hafeman. Opposed: Commissioner Schei, Commissioner Gromala, and Commissioner Prestin. **RECOMMENDATION FAILED 1-3.**

Recommendation to restore Contractual Services – MOA (MSU-Extension – 101.261.801.00) in the amount of \$33,986 to the proposed budget. Vote Taken. **RECOMMENDATION PASSED UNANIMOUSLY.**

Recommendation to remove Snow Removal Equipment/Tractor (Buildings & Grounds – 101.265.970.02) in the amount of \$40,000 from the proposed budget. Vote Taken. In Favor: Chair Hafeman and Commissioner Prestin. Opposed: Commissioner Schei and Commissioner Gromala. **SPLIT VOTE 2-2.**

Recommendation to decrease the General Operating Transfer to the Library by \$25,000 (Library – 271.000.699.00) in the proposed budget. Vote Taken. In Favor: Chair Hafeman and Commissioner Prestin. Opposed: Commissioner Schei and Commissioner Gromala. **SPLIT VOTE 2-2.**

C. 2018/2019 MERS Additional Payments/Surplus Division

Administrator advised that there was \$500,000 in the 2018/2019 Budget for additional payments to the MERS system. Discussion ensued regarding the creation of surplus divisions to direct additional payments to and how to make those additional payments.

Recommendation to establish three new surplus divisions: 1) Surplus Division unassociated with any Employee Division 2) Surplus Division to be associated with Employee Division 18 (911 Employees) 3) Surplus Division to be associated with Employee Division 23 (Road Patrol Deputies). Motion made by Chair Hafeman, seconded by Commissioner Prestin to approve. **MOTION CARRIED UNANIMOUSLY.**

Recommendation to forward two options to the County Board for making additional payments to MERS:

Option 1: Initial payment to MERS of \$250,000 upon approval followed by additional payments of \$10,000 per month for the following 25 months (Favored by Commissioner Schei and Commissioner Gromala).

Option 2: Payments of \$10,000 per month upon approval for the following 50 months (Favored by Chair Hafeman and Commissioner Prestin).

Vote Taken. **MOTION CARRIED UNANIMOUSLY.**

D. Menominee County Purchasing Policy

Administrator Carviou updated the Finance Committee that he was working on making updates to the County's Purchasing Policy. He presented a few ideas that he has put together so far, and received feedback and further direction from the Committee. This is an on-going project and updates will be brought back to the Committee in the future.

IX. Public Comment

County Treasurer Diane Lesperance – commented on millages, state budget and gas tax proposal, economic development, library penal fines, and MERS.

Equalization Director Kandace Curran – commented on parks, fairs, library, and MSU-Extension/4-H Program.

X. Commissioner Comment

None

XI. Adjournment

Motion made by Commissioner Schei, seconded by Commissioner Prestin to adjourn. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

MENOMINEE COUNTY FINANCE COMMITTEE

Minutes of Meeting

October 25, 2019

****APPROVED NOVEMBER 12, 2019****

The Menominee County Finance Committee met on October 25, 2019 at 10:00 AM at the Menominee County Courthouse in Menominee, Michigan.

I. Call to Order

The meeting was called to order by Chair Hafeman at 9:00 AM.

II. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

III. Roll Call

Commissioners Present: Chair Hafeman, Commissioner Schei, Commissioner Gromala, and Commissioner Prestin.

IV. Approval of the Agenda

Motion made by Commissioner Gromala, seconded by Commissioner Prestin to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

V. Approval of Previous Minutes

No minutes for approval.

VI. Public Comment

Nancy Tuinstra – Representing the Friends of the Menominee County Library – commented on the proposed library amendments.

VII. Business

A. 2018/2019 Final Budget Review

Administrator Carviou provided the Committee with an overview of the final Revenue and Expenditure reports for the 2018/2019 Budget. Based on these reports, the County is showing a \$357,212.16 surplus; however, Administrator Carviou cautioned that this number can change drastically as revenue and expenses received in October and November can still

be accrued back to the previous budget year if they belong in the 2018/2019 Budget. The auditors will also make journal entries and adjustments when they are here in January/February, which may also change this number. However, this number does provide a reflection of how the operating budget performed for the year because the funds for capital projects will be moved over by the auditors.

B. Library Budget Amendments

The Library Board submitted a proposal to address the \$25,000 cut to the Library's operating transfer. Administrator Carviou also made a proposal that addressed the \$25,000 reduction to the Library's operating transfer. Discussion ensued between the Committee, Administrator, Library Director, and Ms. Tuinstra from the Friends of the Menominee County Library. The consensus of the Committee was to have Administrator Carviou draft a budget amendment that reflects the proposal presented by the Library Board. The budget amendment will be brought back to the Committee for approval at the next Finance Committee Meeting.

C. Millage Proposals

Administrator Carviou and County Clerk Marc Kleiman presented information regarding millages for 911 and the Library. The Committee reviewed millages that other counties are running, 5-year revenue and expense projections, and projected millage income at different rates. The consensus of the Committee was to have the County Administrator and County Clerk draft language for a .625 millage proposal for 911 and a .375 millage proposal for the Library and bring it back to the Committee for approval. Proposed millages have to be approved by the County Board by December 17, 2019 to be included on the March 10, 2020 Presidential Primary ballot. The consensus was also to collect the millage during the December tax collection.

Motion by Commissioner Gromala, seconded by Commissioner Prestin to direct the County Administrator and County Clerk to draft millage proposals with the discussed parameters and bring the drafts back to the Finance Committee for consideration. Vote taken. Motion made by Commissioner Schei, seconded by Commissioner Prestin to approve. Vote taken.

MOTION CARRIED UNANIMOUSLY.

The Committee discussed setting a date for the next Finance Committee Meeting. It was decided to schedule the next meeting for November 12, 2019 at 5:00 PM at the Menominee County Courthouse prior to the regularly scheduled County Board Meeting.

IX. Public Comment

None

X. Commissioner Comment

None

XI. Adjournment

Motion made by Commissioner Prestin, seconded by Commissioner Gromala to adjourn.
Vote taken. **MOTION CARRIED UNANIMOUSLY.**

MENOMINEE COUNTY LIBRARY BOARD

Minutes October 8, 2019

Approved: November 12, 2019

C. Peterson called the meeting of the Menominee County Library Board to order at 4:00 PM on Tuesday October 8, 2019.

Present: C. Peterson, M. Fagan, J. Freis, A. Rivard and Commissioner L. Schei.

M. Fagan moved to approve the agenda, support by J. Freis. Motion carried.

Public Participation:

Nancy Tuistra informed the board about two brainstorming sessions that the Friends of Menominee County Library have planned. October 9th in Hermansville and October 16th in Stephenson; everyone is welcome. She also informed the Board about the Halloween party scheduled at the Library October 26. Supporters and sponsors include: Sunny G Orchards, Great Lakes Food, Great Start Collaborative, Project Give and the Library Friends.

Greg Welhaven noted that he was just observing as he was considering applying for one of the library board upcoming vacancies. C. Peterson stated that ads will be running in the local newspapers for both the vacant partial term current until January 31, 2023 and the full term beginning February 1, 2020 - January 31, 2025.

J. Freis moved to approve the minutes from the September 10, 2019 meeting, support by J. Freis. Motion carried.

A. Rivard moved to approve the September financials, support by M. Fagan. Motion carried.

M. Fagan moved to approve the October bills, support by J. Freis. Motion carried.

Director's Report

We have a very nice display of Green Bay Packer memorabilia from Nancy Eichorn collected by her father. The Friends Raffle items will be on display next. Raffle tickets are still available and the drawing will be on November 2, 2019.

Amanda attended the Spies Library Board meeting. They are not interested in joining with us as a district. The City Manager does not think it is even possible due to the fact that Spies is a city department and that library service to the city is in the city charter. Amanda is contacting other Libraries and collecting information about funding structures to present to the county commissioners.

The shelf relocation project (moving the periodicals and creating a teen corner) is expect to be finished by Tuesday Oct. 15.

The Friends fall dinner at Belguimtown was well attended it was nice that we had a county resident Butch Hansen, present who actually worked on building the Mackinac Bridge.

New Business:

M. Fagan moved to accommodate the \$25,000.00 budget cut for the Fiscal Year 2019/20 that the budget line items be adjusted as follows:

Adjusting line items #:

- 271-790-727.01- Library Supplies: \$2000 reduce to \$0
- 271-790-727.02- Periodicals: \$2000 reduce to \$0
- 271-790-728.00- Office Equipment: \$500 reduce to \$150
- 271-790-860.02- Travel/Board Mileage: \$500 reduce to \$350
- 271-790-888.00- Programming: \$500 reduce to \$0
- 271-790-982.00- Books: \$20,000 reduce to \$0

Total \$25,000.00

Restoring line items # to amounts as originally proposed for the Fiscal Year 2019/20 budget:

- 271-790-740.00-Salaries: \$138,802
- 271-790-705.00-Salaries – Part time: \$56,600

Support by J. Freis. Motion carried. C. Peterson will write a letter to the county administrator indicating the Library Board's decision. She plans on attending the Finance Committee meeting on October 25, 2019

Public Participation: Commission Schei provided some information about the budget process and how changes will be addressed. First going to the Finance Committee for discussion and then to the full county commission for approval.

Karen Kovach thanked the Library Board for all their hard work and praised the library staff for their dedication and service to the public.

As there was no further business, M. Fagan moved to adjourn the meeting, support by J. Freis. Motion carried. Meeting adjourned at 4:50 PM.

Submitted by: Amanda Winnicki, Library Director

NOV 18 2019

**MENOMINEE COUNTY PARKS COMMITTEE
MINUTES OCTOBER 7, 2019**

*Corrected
minutes -*

AD.

1. The meeting was called to order at 5:30 PM by Chair, Bob Desjarlais at Lake Township Hall in Stephenson.
2. Pledge of Allegiance was recited by all.
3. **Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, County Commissioner Larry Phelps and Bill Cech. Excused were County Administrator Jason Carviou, Vola Bleile and Mike Kass.

Others in attendance were Jim Quist, Karen Kayser, and Eric Tickler, Fair Board Manager.

4. **Approval of agenda:** Motion by Bill Cech to approve the Agenda supported by Dick Peterson with all in favor.
5. **Minutes:** Bill Cech to approve the September 4, 2019 minutes supported by Dick Peterson. All were in agreement. Motion carried.
6. **Public Comments:** None.
7. **Business:**
 - a. **Review Financials** – Dick Peterson stated it was a good job controlling the expenses for this year. A note was made by Dick Peterson that there were some accounts that needed to be adjusted for year end. A motion by Dick Peterson to approve the financial review supported by Bob Desjarlais. All were in favor.
 - b. **Budget Review** – The Budget was not discussed as Jason Carviou was not present to answer any questions.
 - c. **Picnic Tables** – i) **When to order (delivery in October):** Jason stated we should be able to order 60 tables and stay within our budget. ii) **When to order 2 X 10's and 2 X 8's (October):** It was decided to order them in the new fiscal year, after October 1, 2019. Kathy Branz made a motion to recommend to the County Commissioners to approve the bid from Frudenthal as we have been very satisfied with their product. Dick Peterson supported the motion. All were in favor.
 - d. **Electrical at Shakey Lakes – Electrical Engineer:** Bob contacted Coleman Engineering and they said they were not interested in this project. Twin City Electric would not be interested as they would like to bid on the work to be done and if they are the Engineer they would not be eligible. Bob was supplied with two perspective Engineering Companies to contact. He will be looking for an Engineer to do Kleinke, Bailey and Shakey Lakes. Depending on the cost, this may have to go out on bids.
 - e. **New restrooms at Shakey Lakes – follow up:** Jason received the final specs for the new bathrooms at Shakey Lakes. The perc test has already been completed. We now need the specs from the Health Department on the size for both the septic tank and the drain field. A motion by Kathy Branz for Jason to do a RFQ for the Septic and Drain Field as soon as the sizes are received from the Health Dept., supported by Dick Peterson with all in favor. Quist the permit has been applied for

and the perk test has been completed. We now need to contact the Health Department for the size of the septic tank and the drain field. A drawing was looked at regarding the size and placement of the fixtures and approved. Jason will contact DGR for construction drawings so this can go out on bids.

- f. **Added Parking at Shakey Lakes Boat Launch** – Bob is waiting for the lime stone work to begin. As soon as they start grinding the lime stone at his farm, Bob stated he will be able to provide the crushed limestone. Trucking will have to be approved for this project.
- g. **Electric at Bailey** – Noreen Johnson provided Larry Phelps with the bid numbers they received for Bailey. They were Twin City \$26,966, RT \$36,500 and Solander's \$24,100. A motion by Bob to award the bid to Solander's supported by Kathy with all in favor.
- h. **Weekly Reservations at Kleinke** – To be looked at during the November meeting to be finalized in December.
- i. **On line reservations** – Mike Kass was absent so this was tabled.
- j. **Kayak Launch Mason Park (Larry Phelps)** – Larry has approximately 41 potential donors for this project. He is waiting for his first check to set up an account.
- k. **Parks Ordinance Review:** Several items on the Park Ordinance were discussed. A question for Section 5.M. – does this put liability on the County?

Section 6.C. notify park personal.

Section 14.E. check the new law, the mileage for fire wood procurement may have changed.

Larry Phelps will discuss these changes with Jason.

- l. **Bailey Park, Kleinke and Shakey Lakes – Stump Removal:** – A motion by Bill to get the permit and have EGLE advise us on what to do. This was supported by Kathy with all in favor. Jason also had a RFQ in the paper with bids to be submitted by October 16th. The bids will be approved either at the November meeting or before.

8. Correspondence:

- 9. **Any other item Members Wish to Present:** Dick Peterson stated the Kayak interest is growing. He also stated there is a world-wide interest in the Menominee River between the ~~Hatti Street Dam~~ and Parks Dam and Ingalls Dam. This covers 21 miles and has become viewing area for the reproduction of Sturgeon. This would be a great promotion for Mason and River Park. In early September the Sturgeon that are 42' 4' are micro chipped. They are between the ages of 8 & 12 years old and are the most reproductive.

Larry stated the Road Commission will not be adjusting Shakey Lakes Dam. They feel their cost is \$1,000 each time it is done and they are not compensated. This will be discussed at a later date.

MENOMINEE COUNTY PARKS COMMITTEE MINUTES OCTOBER 7, 2019

Bob stated that the dry hydrant was pulled by the dam when they redid the dam. It will be repositioned by the entrance to the park, which will be a much safer area.

10. Public Comment: Eric Tickler stated that the yearly schedule still shows the meetings starting at 6PM. Kathy will advise Sherry.

11. Adjournment – Motion by Bob to adjourn supported by Kathy with all in favor at 7:45 PM

12. Next meeting will be at Lake Township Hall on Cnty Rd 577 in Stephenson on November 4, 2019 at 5:30 P.M.

Submitted by:

Kathy Branz, Secretary

Menominee County Parks and Recreation Committee.

Menominee county Fair Board

October 16, 2019

*Approved
11/20/19*

Present: Deb Smith, Eric Tickler, Judith Dobinkr, Dave Pomeroy, Chad Oczus, Bill Czech
Absent: Nikki Tebo, Bill Czech, Jesse Betters, Jim Moker

Meeting called to order at 6:02 pm by Chad

Motion for approval of agenda by Deb, Dave Seconded. Motion Carried

Motion to approve minutes by Dave, Deb Seconded Motion Carried

Public Comment:

Andrea Spoke in detail about the poultry cages.

Chad moved to purchase 24 24x24x16 4 30x30 & 15 chicken coops Dave 2nd motion carried.

Old Business:

Mandy spoke about the rabbit sale.

New Business:

Bill moved to hire a fair employee Judith 2nd motion passed.

Next meeting was set for Nov 20th at MSU extension at 6:00pm.

Bill moved to adjourn Dave 2nd motion passed.

Meeting adjourned 8:05 pm

Respectfully submitted,

Eric Tickler

Fair Manager/Secretary

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Salaries of County Officers (Elected Officials)
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>Per Law, the salaries of county officers is fixed by the county board of commissioners. County Administrator has come up with some options for the board to discuss.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

SALARIES OF COUNTY OFFICERS (EXCERPT)
Act 154 of 1879

45.421 Salaries of county officers; determination; change in compensation.

Sec. 1. (1) The annual salary of each salaried county officer, which is by law fixed by the county board of commissioners, shall be fixed by the board before November 1 each year and shall not be diminished during the term for which the county officer has been elected or appointed, but may be increased by the board during the officer's term of office.

(2) Notwithstanding subsection (1), for a county which has a county officers compensation commission, the compensation of each nonjudicial elected officer of the county shall be determined by that commission. A change in compensation for those officers of a county which has a county officers compensation commission shall commence at the beginning of the first odd numbered year after the determination is made by the county officers compensation commission and is not rejected.

History: 1879, Act 154, Eff. Aug. 30, 1879;—How. 508;—CL 1897, 2649;—CL 1915, 2514;—CL 1929, 1426;—CL 1948, 45.421;—Am. 1967, Act 163, Eff. Nov. 2, 1967;—Am. 1978, Act 487, Imd. Eff. Dec. 1, 1978.

	Menominee County	Marquette County	Ontonagon County	Houghton County	Goegebic County	Alger County	Dickinson County	Iron County	Average	Per Capita
Clerk	\$ 61,522	\$ 65,393	\$ 54,099	\$ 64,239	\$ 55,573	\$ -	\$ 63,318	\$ 58,689	\$ 61,029.75	\$ 2.54
Register of Deeds	\$ -	\$ 62,923	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,923.00	\$ 0.95
Treasurer	\$ 58,521	\$ 62,923	\$ 51,849	\$ 57,509	\$ 51,307	\$ 63,318	\$ 63,318	\$ 54,675	\$ 58,188.38	\$ 2.42
Sheriff	\$ 69,053	\$ 78,099	\$ 52,676	\$ 70,667	\$ 73,880	\$ 74,789	\$ 63,318	\$ 67,693	\$ 68,771.88	\$ 2.86
Prosecuting Attorney	\$ 102,088	\$ 113,300	\$ 70,298	\$ 101,854	\$ 79,395	\$ 87,196	\$ 123,022	\$ 91,961	\$ 96,139.25	\$ 4.00
Drain Commissioner	\$ 548	\$ 25,592	\$ -	Per Diem	\$ 1	\$ -	\$ -	\$ 4,773	\$ 6,475.20	\$ 0.23
Total	\$ 291,732	\$ 408,230	\$ 228,922	\$ 294,269	\$ 260,156	\$ 277,150	\$ 330,083	\$ 277,791		
Population	22,983	66,516	5,795	36,219	15,096	9,097	25,383	11,117		

	Antrim County	Roscommon County	Manistee County	Otsego County	Ogemaw County	Benzie County	Average	Per Capita
Clerk	\$ 63,329	\$ 53,963	\$ 68,424	\$ 62,296	\$ 55,007	\$ 59,698	\$ 60,452.83	\$ 2.68
Register of Deeds	\$ 59,488	\$ -	\$ 64,157	\$ -	\$ 55,626	\$ 59,608	\$ 59,719.75	\$ 2.76
Treasurer	\$ 62,029	\$ 53,963	\$ 65,081	\$ 53,781	\$ 55,626	\$ 59,400	\$ 58,313.33	\$ 2.59
Sheriff	\$ 73,826	\$ 70,866	\$ 73,492	\$ 82,171	\$ 59,469	\$ 61,059	\$ 70,147.17	\$ 3.11
Prosecuting Attorney	\$ 95,046	\$ 92,323	\$ 111,503	\$ 110,557	\$ 72,882	\$ 90,465	\$ 95,462.67	\$ 4.24
Drain Commissioner	\$ 579	\$ -	\$ 4,444	\$ -	\$ 6,177	\$ 2,400	\$ 3,400	\$ 0.16
Total	\$ 354,297	\$ 271,115	\$ 387,101	\$ 308,805	\$ 304,787	\$ 332,630		
Population	23,365	23,884	24,528	24,665	20,952	17,753		

Menominee County	UP Average	Option A - No Action	Option B - 1.5%	Option C - Flat Rate	Option D - Market	Option E - Market + COL	Option F - Target	Target	Difference
Clerk	\$ 61,522	\$ (492.25)	\$ 58,380.98	\$ (1,069.17)	\$ 61,683.39	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 3,478.00
Register of Deeds	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Treasurer	\$ 58,521	\$ (332.63)	\$ 55,662.92	\$ 1,198.75	\$ 59,500.34	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 1,479.00
Sheriff	\$ 69,053	\$ (281.13)	\$ 65,787.08	\$ 1,094.17	\$ 71,575.06	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 5,947.00
Prosecuting Attorney	\$ 102,088	\$ (5,948.75)	\$ 91,966.68	\$ (6,625.33)	\$ 97,405.87	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ -2,088.00
Drain Commissioner	\$ 548	\$ 5,927.20	\$ 5,273.73	\$ 2,852	\$ 3,609.42	\$ 500.00	\$ 500.00	\$ 500.00	\$ -48.00
Total	\$ 291,732								

POLICY OPTIONS

	Option A - No Action	Option B - 1.5%	Option C - Flat Rate	Option D - Market	Option E - Market + COL	Option F - Target
Clerk	\$ 61,522	\$ 62,445.00	\$ 62,615.81	\$ 63,009.57	\$ 62,987.70	\$ 65,000.00
Treasurer	\$ 58,521	\$ 59,398.00	\$ 59,614.81	\$ 59,571.05	\$ 59,549.18	\$ 60,000.00
Sheriff	\$ 69,053	\$ 70,089.00	\$ 70,146.81	\$ 70,890.59	\$ 70,873.09	\$ 75,000.00
Prosecuting Attorney	\$ 102,088	\$ 103,619.00	\$ 103,181.81	\$ 102,088	\$ 102,158.00	\$ 102,088.00
Drain Commissioner	\$ 548	\$ 556	\$ 548	\$ 548	\$ 548	\$ 548.00
TOTAL	\$ 291,732	\$ 296,107.22	\$ 296,107.22	\$ 296,107.22	\$ 296,115.97	\$ 302,636.00
	\$ 1,093.80	\$ 4,375.22	\$ -	\$ -	\$ -	\$ 6,520.03

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	CUPPAD
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
<p>CUPPAD has sent a letter asking us to consider renewing partnership with Menominee County. Information about what CUPPAD does for Menominee County is enclosed (and on your iPads). Discussion on whether to renew the partnership and approval to pay Membership dues of \$9,000 for 2020, or not.</p>	
RECOMMENDED MOTION	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):



Central Upper Peninsula Planning And Development Regional Commission

2950 College Ave., Escanaba, MI 49829 • www.cuppad.org • cuppad@cuppad.org
Phone: 906-786-9234

November 26, 2019

Jason Carviou, Administrator
Menominee County Board of Commissioners
839 10th Ave.
Menominee, MI 49858

Dear Jason and Menominee County Board of Commissioners:

On behalf of the CUPPAD Regional Commission, I want to personally reach out to the Menominee County Board of Commissioners as we look forward to 2020 and reflect on the many successes from 2019 that we are proud to share through our enclosed Annual Report. I am truly honored and excited to be a part of this long-standing organization and the team that serves and responds to local community needs. I would be happy to meet with the Board to discuss in greater detail the services that CUPPAD provides.

As you know, since 1968 CUPPAD has served as a multi-county organization to pool resources to assist ALL local governments in the central U.P. We have always valued Menominee County as a member of CUPPAD as we work together to improve the quality of life in the region. We hope you will consider joining CUPPAD again and take advantage of the services we offer.

Membership is a very important key to CUPPAD's continued services as it enables us to pursue investments that in turn benefit the region in a variety of ways, some of which you can witness in Menominee including public space enhancements. There are numerous regional opportunities to communities made possible through the financial support and commitment of our members. We would hope that Menominee County would consider being a partner with us. A membership invoice is enclosed for the county's consideration to support the regional initiatives of CUPPAD in FY 2020.

CUPPAD also provides the following services to member Counties:

- 25 HOURS of FREE service such as researching grants, grant writing, planning services, census data, and more;
- Assists the county with administrative responsibilities of grants awarded;
- Develops and maintains a Geographic Information System (GIS) with an extensive digital database. Colored infrared aerial photos and customized mapping services are available to local governments;
- Prepares master or strategic plans and local ordinances to help communities prepare for the future and address various land use issues;
- Drafts recreation plans and assists with recreation and similar grant applications for the county;

Our many accomplishments are made possible through the regional collaboration of local units in Menominee County and throughout the six-county area. We know that 2020 will be just as impactful and we look forward to a renewed partnership with Menominee County.

Sincerely,

Dotty LaJoye
Executive Director

Enclosures



2950 College Avenue, Escanaba, MI 49829
 Phone: 906.786.9234
www.cuppad.org

Invoice Date November 26, 2019	INVOICE	Due Date: January 15, 2020
--	----------------	--------------------------------------

Bill To: Menominee County Board of Commissioners 839 10th Ave. Menominee, MI 49858
--

Quantity	Description	Price
LS	<ul style="list-style-type: none"> Membership Dues FY 2020 	\$9,000
	Total Amount Due	\$9,000

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Commissioner Per Diems & Expenses
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	Discussion of Commissioner per diems & expenses as recently submitted for payment
RECOMMENDED MOTION	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**



Mileage: .58 cents/mile effective 01 January 2019

*Meals Breakfast - \$9.00
Lunch - \$11.00
Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Gerald L. Piche ~ District 7

Date	Meeting Place	# of miles	X .58/mile	Total Cost	Account Number
11/12/19	Courthouse - County Board	72		41.76	101-101-860.00
11/19/19	Courthouse - Airport Comm.	72		41.76	101-101-860.00
11/21/19	Pinecrest - Pinecrest	14		8.12	101-101-860.00
11/26/19	Courthouse - County Board	72		41.76	101-101-860.00
					101-101-860.00
					101-101-860.00
		230	Total Mileage		
				Total Mileage Fee	133.40

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Gerald Piche

Signed

12/3/19

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

Mileage: .58 cents/mile ~ effective 01 January 2019

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: Bernie Lang ~ District 2

Date	Meeting Place	# of miles	X .58/mile	Total Cost	Account Number
11-7	CAA			50	101-101-860.02
11-12	CO. BD.			50	101-101-860.02
11-31	DHS			50	101-101-860.02
11-26	CO. BD.			50	101-101-860.02
				200	101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
					101-101-860.02
			Total Mileage		
				Total Mileage Fee	200.00

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

B. Lang

Signed

11-27-19

Date

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

NOV 26 2019

AS

Mileage: .545 cents/mile ~ effective 01 January 2018

*Meals Breakfast - \$9.00
 Lunch - \$11.00
 Dinner - \$20.00

*must attach receipt for reimbursement
*meals provided by conferences will NOT be reimbursed

Name: **William Cech ~ District 5**

Date	Meeting Place	# of miles	X .545/mile	Total Cost	Account Number
11/12/19	City Bd. Ct house	16			101-101-860.05
11/19/19	Airport "	16			101-101-860.05
11/20/19	annex	32			101-101-860.05
11/28/19	Ct house	16			101-101-860.05
11/24/19	City hall j/d	15			101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
					101-101-860.05
			Total Mileage	95	
				Total Mileage Fee	55.10

Expenses shall be submitted to the County Administrator's office by the last day of the following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

William Cech

Signed

11/26/19

Date

AS

**MENOMINEE COUNTY
BOARD OF COMMISSIONERS
REIMBURSEMENT VOUCHER**

COUNTY

DEC 05 2019

AD

Mileage: \$.58/mile – effective 01 January 2019

*Meals: Breakfast - \$ 9.00
Lunch - \$11.00
Dinner \$20.00

*must attach receipt for reimbursement
*meals provided by conference will NOT be reimbursed

Name: **Jan Hafeman ~ District 8**

	Meeting Place	# of miles	X.58/mile	Total Cost	Account Number
11/12/19	C.B. – Courthouse	76		44.08	101-101-860
11/26/19	C.B. – Courthouse	76		44.08	101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
					101-101-860
		152	Total Mileage		
Total Mileage Fee					88.16

Expenses shall be submitted to County Administrator's office by the last day of The following month, or be forfeited. Send to: 839 10th Ave., Menominee, MI 49858

AD

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Jan Hafeman

Signed

12/5/19

Date

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Bills
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY:	
Review miscellaneous bills November 27, 2019 in the amount of \$73,314.62.	
RECOMMENDED MOTION:	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

<input type="checkbox"/>	Forwarded to County Board for Approval as Recommended
<input type="checkbox"/>	Reviewed with no motion to carry forward
<input type="checkbox"/>	Continue after additional review/research is obtained
<input type="checkbox"/>	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

<input type="checkbox"/>	Approved
<input type="checkbox"/>	Disapproved
<input type="checkbox"/>	Approved with the following change(s):

Miscellaneous Bills Account Number List

General Fund Expenditures

101-101 Board of Commissioners
 101-103 Other Legislative
 101-131 Circuit/Family Court
 101-132 Family Court
 101-136 District Court
 101-141 Friend of Court
 101-148 Probate Court
 101-150 Jury Commission
 101-172 County Administrator
 101-192 Board of Canvassers
 101-211 Legal
 101-215 County Clerk
 101-228 Computer Technology
 101-253 County Treasurer
 101-257 Equalization
 101-261 MSU Extension
 101-262 Elections
 101-265 Courthouse Grounds
 101-267 Prosecuting Attorney
 101-268 Register of Deeds
 101-275 Drain Commissioner
 101-301 Sheriff Department
 101-331 Marine Law
 101-332 Snowmobile Law
 101-334 Off-Road Recreational Vehicle
 101-335 ATV Education
 101-401 Planning Commission
 101-402 Brownfield Authority
 101-426 Emergency Management
 101-526 Waste Management
 101-601 Health & Welfare
 101-648 Medical Examiner
 101-681 Vets Burial & Relief
 101-682 Veterans Affairs
 101-728 Economic Development
 101-997 Appropriations
 101-999 Operating Transfers

Special Revenue Funds

205 Road Patrol
 206 Sheriff Work Van
 208 County Parks
 215 Friend of Court
 216 Menominee Regional Airport
 220 Park Improvements
 243 Remonumentation
 249 Building Code
 256 ROD - Automation Fund
 260 MI Indigent Defense Attorneys
 263 Concealed Pistol Licensing
 264 Local Corrections Officers Training
 265 Drug Law Enforcement Forfeiture
 266 E-911
 269 Law Library
 271 County Library
 274 Comm.Dev.BlockGrant - MSHDA
 277 LEPC
 280 Inmate Canteen fund
 281 K-9
 282 Justice Training
 285 Senior Citizens
 289 SOM Salvage Vehicle Title Inspections
 292 Child Care
 292 Special Child Care Funds
 294 Veterans' Service Fund Grant
 296 Juvenile Diversion Child Care
 401 3-Way Road
 516 DTRF-Delinquent Tax Revolving Fund
 517 DTRF-PA 123 Foreclosure

APPROVED

DEC 03 2019

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: ADE INCORPORATED				
50866	SALCE Assessment (District)	101-136-755.00	150.00	150.00
TOTAL VENDOR ADE INCORPORATED				150.00
VENDOR NAME: ADVANCE AUTO PARTS				
2825-426767	Park Supplies	208-751-981.00	197.35	197.35
TOTAL VENDOR ADVANCE AUTO PARTS				197.35
VENDOR NAME: ANDERSON AUTO & RV SALES INC				
11/22/19	Leased Automobile	101-301-981.00	300.00	300.00
TOTAL VENDOR ANDERSON AUTO & RV SALES INC				300.00
VENDOR NAME: APCO INTERNATIONAL				
651227	Recertification - Heidi Cretens	266-325-881.01	30.00	30.00
651394	Recertification (Kerri Ducaine)	266-325-881.01	30.00	30.00
TOTAL VENDOR APCO INTERNATIONAL				60.00
VENDOR NAME: AT&T - CAROL STREAM, IL				
906863298611	Telephone Services - 1000 9th Ave	101-228-850.00	42.04	42.04
906863299111	Telephone Services - 1000 9th Ave	101-228-850.00	42.04	42.04
906863298911	Telephone Services - 1000 9th Ave	101-228-850.00	41.95	41.95
906863470511	Telephone Svcs - Probation & Parole	101-228-850.00	100.65	100.65
906863202311	Telephone Svcs	101-228-850.00	462.18	462.18
906863444111	Telephone Svcs - Sheriff's Office	101-228-850.00	586.82	586.82
TOTAL VENDOR AT&T - CAROL STREAM, IL				1,275.68
VENDOR NAME: AT&T MOBILITY				
287252150867X1108201	906-792-0211 & 906-792-5968	101-132-850.00	66.48	66.48
TOTAL VENDOR AT&T MOBILITY				66.48
VENDOR NAME: AUTOMOTIVE SUPPLY CO.				
080454832	Wiper Blades - Airport	216-585-981.00	7.97	7.97
080454861	Wiper Blades - Airport	216-585-981.00	29.00	29.00
080455468	Airport Maintenance Supplies	216-585-981.00	35.93	35.93
TOTAL VENDOR AUTOMOTIVE SUPPLY CO.				72.90
VENDOR NAME: BARSTOW, SELSOR, & KLUMB P.C.				
8760	Court Appointed - B. L. Nicoll	101-148-807.00	280.00	280.00
TOTAL VENDOR BARSTOW, SELSOR, & KLUMB P.C.				280.00
VENDOR NAME: BAY AREA MEDICAL CENTER, INC.				
31925	Pre Employment Physical (M. Furlong)	101-132-727.00	56.50	113.00
		101-148-727.00	56.50	
TOTAL VENDOR BAY AREA MEDICAL CENTER, INC.				113.00
VENDOR NAME: BIG O'S LUBE AND SERVICE, INC.				
4175	Vehicle Maintenance - 2009 Chevy Tahoe	205-315-981.00	431.13	431.13
4456	Vehicle Maintenance - 2019 Ford Intercept	205-315-981.00	38.10	38.10
4361	Vehicle Maintenance - 2016 Ford Explorer	205-315-981.00	38.10	38.10
4407	Vehicle Maintenance - 2018 Chevy Tahoe	205-315-981.00	60.32	60.32
4434	Vehicle Maintenance - 2018 Ford Intercept	205-315-981.00	173.15	173.15
4329	Vehicle Maintenance - 2017 Ford Intercept	205-315-981.00	105.00	105.00
TOTAL VENDOR BIG O'S LUBE AND SERVICE, INC.				845.80
VENDOR NAME: BINDER, PAMELA				
11/17/19	Tranport & Holdover	101-132-801.01	62.50	212.50
		101-132-801.00	150.00	
TOTAL VENDOR BINDER, PAMELA				212.50
VENDOR NAME: BLUETARP FINANCIAL, INC.				
F51305	Sheriff Department Supplies	101-301-755.00	122.00	122.00
TOTAL VENDOR BLUETARP FINANCIAL, INC.				122.00
VENDOR NAME: BOURGEOIS, ROBYN				

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

DEC 03 2019

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: BOURGEOIS, ROBYN				
Reimbursement	Tolls	101-141-860.00	18.00	18.00
TOTAL VENDOR BOURGEOIS, ROBYN				18.00
VENDOR NAME: BRAZEAU, DAWN				
19-44538-FY	Transcripts	101-136-806.00	10.50	10.50
10/18/19	Transcript Shortage (19-44538-FY)	101-136-806.00	0.04	0.04
TOTAL VENDOR BRAZEAU, DAWN				10.54
VENDOR NAME: CASA				
11/12/19	Faith Sandahl	292-669-801.00	1,050.00	1,050.00
TOTAL VENDOR CASA				1,050.00
VENDOR NAME: CECH, WILLIAM				
Duplicate Mileage	Credit for November Mileage (9/25/19 Mtg)	101-101-860.00	(1.16)	(1.16)
Reimbursement	Mileage - November 2019	101-101-860.00	55.10	55.10
TOTAL VENDOR CECH, WILLIAM				53.94
VENDOR NAME: CELLCOM				
464044	Cellular Services (Family Court)	292-663-850.00	40.90	122.70
		292-664-850.00	40.90	
		292-665-850.00	40.90	
467289	Airport - Cellular Services	216-585-850.00	56.70	56.70
TOTAL VENDOR CELLCOM				179.40
VENDOR NAME: CENEX FLEETCARD				
185425	Child Care - Gasoline Charges	292-665-860.00	22.50	22.50
TOTAL VENDOR CENEX FLEETCARD				22.50
VENDOR NAME: CITY OF MENOMINEE				
#RENT - 1017	November 2019 Rent (911)	266-325-976.00	351.67	351.67
TOTAL VENDOR CITY OF MENOMINEE				351.67
VENDOR NAME: CLOVERLAND PAPER CO				
120959	Janitorial Supplies (Courthouse)	101-265-755.01	393.14	393.14
120961	Janitorial Supplies (Library)	101-265-755.01	30.37	30.37
120962	Inmate Supplies	101-301-770.00	69.96	69.96
121009	Janitorial Supplies - Courthouse	101-265-755.01	161.09	161.09
TOTAL VENDOR CLOVERLAND PAPER CO				654.56
VENDOR NAME: COHL STOKER & TOSKEY P C				
50793	Legal Services	101-211-807.00	302.57	302.57
TOTAL VENDOR COHL STOKER & TOSKEY P C				302.57
VENDOR NAME: COOPER OFFICE EQUIPMENT				
171737	Contract # 2721-01 (PA)	101-267-801.00	245.00	245.00
TOTAL VENDOR COOPER OFFICE EQUIPMENT				245.00
VENDOR NAME: CORTECH				
124302	Chairs, Table, Bench, Cuff Ring (MIDC)	260-266-830.00	2,863.80	2,863.80
TOTAL VENDOR CORTECH				2,863.80
VENDOR NAME: COUNTRY MILE DOCUMENT DESTRUCTION I				
37497	Shredding Documents (11/7/19)	101-265-801.00	115.59	115.59
TOTAL VENDOR COUNTRY MILE DOCUMENT DESTRUCTION I				115.59
VENDOR NAME: COUNTRY VISIONS				
15478	LP Gas for fork Lift (Airport)	216-585-742.00	25.20	25.20
TOTAL VENDOR COUNTRY VISIONS				25.20
VENDOR NAME: CUMMINGS MCCLOREY DAVIS & ACHO				
306540	Legal Services	101-211-807.00	120.00	120.00
TOTAL VENDOR CUMMINGS MCCLOREY DAVIS & ACHO				120.00
VENDOR NAME: DTE ENERGY				

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

DEC 03 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: DTE ENERGY				
910020910998	Annex	101-261-920.04	102.52	102.52
TOTAL VENDOR DTE ENERGY				102.52
VENDOR NAME: ENERGY CONTROL & DESIGN, INC.				
0086230-IN	Reinstall Graphics in Control System	101-265-934.00	542.00	542.00
TOTAL VENDOR ENERGY CONTROL & DESIGN, INC.				542.00
VENDOR NAME: FREUDENTHAL MANUFACTURING				
184785	Picnic Table Frames	208-751-970.02	3,894.35	7,705.10
		220-752-970.03	3,810.75	
TOTAL VENDOR FREUDENTHAL MANUFACTURING				7,705.10
VENDOR NAME: GARCIA LINDA				
11/17/19	Holdover	101-132-801.01	28.75	97.75
		101-132-801.00	69.00	
11/18/19	Holdover	101-132-801.01	30.00	102.00
		101-132-801.00	72.00	
TOTAL VENDOR GARCIA LINDA				199.75
VENDOR NAME: GBS INC.				
19-37166	Ballots for November 2019 Election	101-262-727.00	3,445.69	3,445.69
TOTAL VENDOR GBS INC.				3,445.69
VENDOR NAME: HASS, DANIEL				
Reimbursement	Utility Heater	101-132-931.00	21.19	21.19
TOTAL VENDOR HASS, DANIEL				21.19
VENDOR NAME: HENSLEY, RN, JOEL				
Reimbursement	Cellular Services (Medical Examiner)	101-648-850.00	94.16	94.16
11/23/19	Nursing Services	101-301-770.01	1,365.00	1,365.00
November 2019	Medical Examiner	101-648-709.00	1,080.00	2,980.00
		101-648-835.00	1,900.00	
TOTAL VENDOR HENSLEY, RN, JOEL				4,439.16
VENDOR NAME: ID NETWORKS, INC.				
275488	Annual Service Fee	101-301-976.00	750.00	750.00
TOTAL VENDOR ID NETWORKS, INC.				750.00
VENDOR NAME: IDENTISYS, INC.				
465340	Custom Preprinted Cards (CPL)	263-215-727.00	117.62	117.62
TOTAL VENDOR IDENTISYS, INC.				117.62
VENDOR NAME: JACK'S FRESH MARKET				
Various Invoices	Inmate Supplies	101-301-770.00	96.06	96.06
TOTAL VENDOR JACK'S FRESH MARKET				96.06
VENDOR NAME: KLUMB, JOSEPH				
November 2019	CAFA	260-266-801.01	150.00	340.00
		260-266-801.02	190.00	
TOTAL VENDOR KLUMB, JOSEPH				340.00
VENDOR NAME: KONICA MINOLTA BUSINESS SOLUTIONS				
262361525	Purchase of New Copier Bizhub	101-228-970.00	4,678.90	4,678.90
TOTAL VENDOR KONICA MINOLTA BUSINESS SOLUTIONS				4,678.90
VENDOR NAME: LAFLEUR, JEFF				
Reimbursement	Fuel for Courtesy Van	216-585-742.00	37.05	37.05

DEC 03 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTION	AMOUNTS	AMOUNT
VENDOR NAME: LAFLEUR, JEFF				
TOTAL VENDOR LAFLEUR, JEFF				37.05
VENDOR NAME: LENCA SURVEYING				
19139	Remon Yr 2019 (10/30 - 11/27/19)	243-245-801.07	4,223.42	4,623.42
		243-245-709.00	400.00	
TOTAL VENDOR LENCA SURVEYING				4,623.42
VENDOR NAME: LINDEROTH, JANIS				
Reimbursement	Mileage - UP State Fair Authority	101-101-710.00	102.08	102.08
TOTAL VENDOR LINDEROTH, JANIS				102.08
VENDOR NAME: M & M BUSINESS MACHINES				
728786	Typewriter Maintenance (Probate/Family)	101-148-931.00	12.47	24.95
		101-132-931.00	12.48	
TOTAL VENDOR M & M BUSINESS MACHINES				24.95
VENDOR NAME: MARINETTE COUNTY SHERIFF DEPT.				
1944841FY	Civil Process - Poduski/Schmidt	101-267-804.00	35.00	35.00
TOTAL VENDOR MARINETTE COUNTY SHERIFF DEPT.				35.00
VENDOR NAME: MARKS SEPTIC SERVICE				
3231	Pumping at Shakey, Kleinke, Bailey	208-751-920.03	3,575.00	3,575.00
TOTAL VENDOR MARKS SEPTIC SERVICE				3,575.00
VENDOR NAME: MECHANICAL TECHNOLOGIES, INC.				
31885	Hot Water Pump Maintenance	101-265-934.00	795.00	795.00
TOTAL VENDOR MECHANICAL TECHNOLOGIES, INC.				795.00
VENDOR NAME: MEDICAL LABS OF MARQUETTE, PC				
4873L	Toxicology Testing - S. Sachek	101-648-836.00	386.00	386.00
4858L	Toxicology Testing - Jessica Moore	101-648-836.00	213.00	213.00
TOTAL VENDOR MEDICAL LABS OF MARQUETTE, PC				599.00
VENDOR NAME: MENARDS - MARINETTE				
98471	Trailer Light	101-265-981.00	6.87	6.87
98514	Airport Supplies	216-585-981.02	42.99	42.99
92589	FOC - Remodeling Project	215-141-970.00	369.76	369.76
92588	Operating Supplies	101-265-755.00	86.16	86.16
98533	Sheriff Department Vehicle Supplies	101-301-742.00	57.96	57.96
98334	Sheriff Department Supplies	101-301-755.00	12.56	12.56
99294	Operating Supplies	101-265-755.00	44.98	44.98
99233	Operating Supplies	101-265-755.00	29.60	29.60
99076	FOC - Office Remodel Project	215-141-970.00	199.26	199.26
99075	Operating Supplies	101-265-755.00	27.81	27.81
TOTAL VENDOR MENARDS - MARINETTE				877.95
VENDOR NAME: MENOMINEE COUNTY JOURNAL				
109	Advertising - Part Time Cook	101-301-755.00	120.00	120.00
2 Year Subscription	County Jail	101-301-802.00	55.00	55.00
104	Deputy Probate/Juvenile Posting	101-132-802.00	18.00	36.00
		101-148-802.00	18.00	
TOTAL VENDOR MENOMINEE COUNTY JOURNAL				211.00
VENDOR NAME: MILESKE, TYLER				
Reimbursement	Uniform Allowance	205-315-745.00	16.88	16.88
TOTAL VENDOR MILESKE, TYLER				16.88
VENDOR NAME: MILLERS ACTION OFFICE SUPPLY I				
0151031-001	Office Supplies - District Court	101-136-727.00	60.29	60.29
TOTAL VENDOR MILLERS ACTION OFFICE SUPPLY I				60.29

DEC 03 2019

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: NASTOFF, BERGMAN & MOORE, P.C.				
584	Legal Fees	101-211-807.00	927.25	927.25
TOTAL VENDOR NASTOFF, BERGMAN & MOORE, P.C.				927.25
VENDOR NAME: NESTEGG MARINE				
8280	Work Performed on Marine 1	101-331-755.00	492.74	492.74
8139	Work Performed on Marine 2	101-331-755.00	426.32	426.32
8138	Work Performed on Marine 1	101-331-755.00	1,655.64	1,655.64
TOTAL VENDOR NESTEGG MARINE				2,574.70
VENDOR NAME: NIEMI, DANIEL				
11/17/19	Holdover	101-132-801.01	25.00	85.00
		101-132-801.00	60.00	
11/21/19	Transport & Attendant	101-132-801.01	107.50	377.33
		101-132-801.00	96.00	
		101-132-801.00	72.00	
		101-132-801.00	96.00	
		101-132-801.00	5.83	
TOTAL VENDOR NIEMI, DANIEL				462.33
VENDOR NAME: OMNICARE, INC.				
2730113	Inmate Medical	101-301-770.01	170.59	170.59
TOTAL VENDOR OMNICARE, INC.				170.59
VENDOR NAME: OTIS ELEVATOR COMPANY				
CVM05021C19	Service from 12/1 - 2/29/20	101-265-801.00	721.65	721.65
TOTAL VENDOR OTIS ELEVATOR COMPANY				721.65
VENDOR NAME: OWENS, KAREN A.				
11/14/19	After School Program	292-668-801.00	153.00	153.00
TOTAL VENDOR OWENS, KAREN A.				153.00
VENDOR NAME: PAN-O-GOLD BAKING CO.				
40068319312008	Inmate Supplies	101-301-770.00	113.29	113.29
40068319319002	Inmate Supplies	101-301-770.00	112.27	112.27
TOTAL VENDOR PAN-O-GOLD BAKING CO.				225.56
VENDOR NAME: PHILIPPS, RANDALL				
November 2019	Court Appointed - Show Cause	101-131-807.00	1,000.00	1,500.00
		101-132-807.00	500.00	
TOTAL VENDOR PHILIPPS, RANDALL				1,500.00
VENDOR NAME: PLUTCHAK FAB, LLC				
47604	Parks - Operating Supplies	208-751-755.02	70.97	70.97
TOTAL VENDOR PLUTCHAK FAB, LLC				70.97
VENDOR NAME: PRESTIN, DAVID				
Reimbursement	Mileage - October 2019	101-101-860.00	53.36	53.36
TOTAL VENDOR PRESTIN, DAVID				53.36
VENDOR NAME: QUAACK, BRENDA				
11/18/19	Transport & Holdover	101-132-801.01	46.25	412.04
		101-132-801.00	111.00	
		101-132-801.00	227.94	
		101-132-801.00	26.85	
TOTAL VENDOR QUAACK, BRENDA				412.04
VENDOR NAME: QUILL CORPORATION				
2625901	Office Supplies - 911	266-325-727.00	8.24	8.24
2633389	Office Supplies - 911	266-325-727.00	76.25	76.25

APPROVED

DEC 03 2019

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT
VENDOR NAME: QUILL CORPORATION				
2489811	Office Supplies - PA's Office	101-267-727.00	11.67	11.67
2168276	Office Supplies - PA's Office	101-267-727.00	57.15	57.15
2500379	Office Supplies - PA's Office	101-267-727.00	272.64	272.64
TOTAL VENDOR QUILL CORPORATION				425.95
VENDOR NAME: REINHART FOODSERVICE				
892536	Inmate Supplies	101-301-770.00	1,834.35	1,834.35
894004	Credit Memo (Inmate Supplies)	101-301-770.00	(78.40)	(78.40)
897921	Inmate Supplies	101-301-770.00	1,766.61	1,766.61
TOTAL VENDOR REINHART FOODSERVICE				3,522.56
VENDOR NAME: RIESTERER & SCHNELL, INC.				
1663755	Airport Supplies	216-585-981.00	158.25	158.25
TOTAL VENDOR RIESTERER & SCHNELL, INC.				158.25
VENDOR NAME: STANDARD INSURANCE COMPANY				
December 2019	Life Insurance Premium	101-101-713.00	21.24	238.36
		101-132-713.00	4.13	
		101-136-713.00	11.58	
		101-141-713.00	9.44	
		101-148-713.00	2.95	
		101-215-713.00	11.80	
		101-172-713.00	4.72	
		101-267-713.00	14.16	
		101-268-713.00	4.72	
		101-253-713.00	7.08	
		101-257-713.00	4.72	
		101-265-713.00	3.54	
		101-301-713.00	59.00	
		101-682-713.00	2.36	
		101-426-713.00	2.36	
		216-585-713.00	4.72	
		260-266-713.00	0.22	
		271-790-713.00	7.08	
		292-664-713.00	2.36	
		292-665-713.00	2.36	
		208-751-713.00	3.54	
		205-316-713.00	2.36	
		205-315-713.00	25.96	
		266-325-713.00	25.96	
TOTAL VENDOR STANDARD INSURANCE COMPANY				238.36
VENDOR NAME: STATE OF MICHIGAN				
761-10453377	Kleinke Park	208-751-755.08	142.30	142.30
761-10452173	Shakey Lakes	208-751-755.08	142.30	142.30
761-10452372	Shakey Lakes - Beach Well	208-751-755.08	142.30	142.30
761-10453503	Shakey Lakes Campground	208-751-755.08	142.30	142.30
TOTAL VENDOR STATE OF MICHIGAN				569.20
VENDOR NAME: STEPHENSON MARKETING COOPERATI				
8096	Building Code Gasoline	249-371-742.00	41.64	41.64
15579	Road Patrol - Gasoline Sales	205-315-742.00	1,921.98	1,921.98
TOTAL VENDOR STEPHENSON MARKETING COOPERATI				1,963.62
VENDOR NAME: STRYKER MEDICAL				
2848958M	Equipment Repair Supplies	205-315-934.00	225.87	225.87
TOTAL VENDOR STRYKER MEDICAL				225.87
VENDOR NAME: SYNTECH SYSTEMS, INC.				
199136	Fuel Pedestal - 1 Year Agreement	216-585-981.01	550.00	550.00
TOTAL VENDOR SYNTECH SYSTEMS, INC.				550.00
VENDOR NAME: THE FIRST NATIONAL BANK&TRUST				
628840339	FOC - Service Charge	101-141-817.00	33.60	33.60
TOTAL VENDOR THE FIRST NATIONAL BANK&TRUST				33.60

APPROVED

DEC 03 2019

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS	AMOUNTS	AMOUNT	
VENDOR NAME: U.E.S. COMPUTERS, INC.					
82346	Long Range Wireless Access Point	101-228-970.01	116.00	116.00	
82298	Toner (Clerk)	101-215-727.00	212.99	212.99	
TOTAL VENDOR U.E.S. COMPUTERS, INC.				328.99	
VENDOR NAME: UP HEALTH SYSTEM - MARQUETTE					
555553080-0003	Autopsy (Susan Sacheck)	101-648-836.00	838.00	838.00	
TOTAL VENDOR UP HEALTH SYSTEM - MARQUETTE				838.00	
VENDOR NAME: VERIZON WIRELESS					
586952836-00001	Cellular Services	101-265-850.01	116.21	1,723.94	
		101-301-850.00	432.98		
		101-426-850.00	53.34		
		101-682-850.00	40.40		
		205-315-755.00	799.99		
		205-315-850.00	239.66		
		266-325-850.00	41.36		
TOTAL VENDOR VERIZON WIRELESS				1,723.94	
VENDOR NAME: VISA					
Credit Card	Sheriff Dept & Road Patrol	101-301-742.00	22.00	4,726.62	
		101-301-755.00	250.00		
		101-301-770.00	1,131.46		
		101-301-770.01	151.05		
		101-301-881.00	46.63		
		101-301-976.00	295.00		
		205-315-742.00	417.08		
		205-315-755.00	115.93		
		205-315-860.00	1,937.55		
		205-315-981.00	79.50		
		260-266-830.00	280.42		
Credit Card	Courthouse & Parks	101-101-860.00	165.90		1,306.43
		101-268-729.00	7.35		
		101-268-729.00	7.35		
		101-172-860.00	4.00		
		101-172-860.00	37.35		
		101-172-860.00	31.35		
		101-172-860.00	38.85		
		101-172-860.00	80.52		
		101-268-729.00	7.35		
		101-268-729.00	7.35		
		101-257-860.00	92.88		
		101-265-755.01	199.00		
		101-265-745.00	13.34		
		101-268-729.00	7.35		
		101-257-727.00	17.00		
		101-268-729.00	7.35		
		101-148-727.00	5.00		
		101-132-727.00	5.00		
		101-268-729.00	7.35		
		101-682-860.00	41.72		
		101-268-729.00	7.35		
		101-132-806.00	70.00		
		101-148-806.00	70.00		
		101-148-806.00	30.00		
		101-132-806.00	30.00		
		101-268-729.00	7.35		
		101-136-802.00	190.67		
		208-751-981.00	99.38		
		101-267-727.00	22.60		
		101-172-860.00	(4.28)		

CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN

APPROVED

DEC 03 2019

**CHIEF FISCAL OFFICER
 MENOMINEE COUNTY MICHIGAN**

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS/AMOUNTS		AMOUNT
VENDOR NAME: VISA Credit Card				
	Airport	216-585-742.00	75.44	
		216-585-742.00	29.36	
		216-585-729.01	34.44	
		216-585-981.00	29.68	
		216-585-727.00	1.24	
TOTAL VENDOR VISA				<u>170.16</u>
VENDOR NAME: WALTER BROTHERS INC C164629 911 Supplies				
		266-325-727.00	16.98	
TOTAL VENDOR WALTER BROTHERS INC				<u>16.98</u>
VENDOR NAME: WISCONSIN PUBLIC SERVICE CORP 0402047856-00005 Kleinke Park				
		208-751-920.01	48.31	
0402047856-00008 Kleinke Park				
		208-751-920.01	116.78	
TOTAL VENDOR WISCONSIN PUBLIC SERVICE CORP				<u>165.09</u>
VENDOR NAME: WORTHINGTON DIRECT INV347915MEN2008 Mobile Storage Cabinet (MDC)				
		260-266-830.00	2,981.27	
TOTAL VENDOR WORTHINGTON DIRECT				<u>2,981.27</u>
VENDOR NAME: XEROX CORPORATION 098656837 Sheriff Department				
		101-301-727.00	64.19	
TOTAL VENDOR XEROX CORPORATION				<u>64.19</u>
VENDOR NAME: ZEVITZ, DR. MICHAEL E. November 2019 Medical Examiner				
		101-648-709.00	1,930.00	
TOTAL VENDOR ZEVITZ, DR. MICHAEL E.				<u>1,930.00</u>
GRAND TOTAL:				<u>72,314.62</u>

MENOMINEE COUNTY BOARD OF COMMISSIONERS DISCUSSION ITEM

SUBJECT:	Miscellaneous Boards/Committees/Commissions Reports
DEPARTMENT:	Administration
ATTACHMENTS:	Yes
SUMMARY: Review/Discuss Miscellaneous Boards/Committees/Commission reports	
RECOMMENDED MOTION: 	

Submitted by: Jason Carviou

12/06/2019
Date

WORKSHOP ACTION

	Forwarded to County Board for Approval as Recommended
	Reviewed with no motion to carry forward
	Continue after additional review/research is obtained
	Recommended with the following change(s):

COUNTY BOARD ACTION

DATE:

	Approved
	Disapproved
	Approved with the following change(s):

**Delta, Dickinson & Menominee County
Department of Health and Human Services Board**

DELTA CO. BOARD MEMBERS

**STACEY RANDALL, CHAIR
MARY OLSON
DONNA SCHOMIN**

DICKINSON CO. BOARD MEMBERS

**KATIE DRISCOLL, CHAIR
MARY GAGALA
WINNIE FORNETTI**

MENOMINEE CO. BOARD MEMEBERS

**JEFF NASER, CHAIR
GARY EICHHORN
SHEILA VERAGHEN**

DIRECTOR

MATTHEW YOHE

Date: October 24, 2019

The regular meeting of the Delta, Dickinson & Menominee County Department of Health and Human Services Board was called to order by Katie Driscoll-Dickinson Co. Board Chair at 1:00 PM CST. The meeting was held at the Pinecrest Medical Care Facility Board Room, N15995 Main Street, Powers, MI 49874

ROLL CALL

Present: Donna Schomin-Delta Board Member, Mary Olson-Delta Co. Board Member, Katie Driscoll-Dickinson Co. Board Chair, Mary Gagala-Dickinson Co. Board Member, Winnie Fornetti-Dickinson Co. Board Member, Jeff Naser-Menominee Co. Board Chair, Sheila Veraghen-Menominee Co. Board Member & Gary Eichhorn-Menominee Co. Board Member.

Others Present: Sue Asplund-DHHS Second-Line Manager, Megan Chartier-DHHS Executive Secretary, Theresa Nelson-Delta Co. Board of Commissioners, Barbara Kramer-Dickinson Co. Board of Commissioners & Bernie Lang-Menominee Co. Board of Commissioners.

Absent: Stacey Randall-Delta Co. Board Chair, Gerald Piche-Menominee Co. Commissioner & Matthew Yohe-Board Secretary

APPROVAL OF AGENDA:

The motion to approve the agenda was made by Mr. Gary Eichhorn-Menominee Co. Board Member and seconded by Mary Olson-Delta Co. Board Member. Motion was passed without opposition.

APPROVAL OF MINUTES:

The motion to approve the Delta County minutes for August 22, 2019 was made by Ms. Mary Olson-Delta County Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion passed without opposition.

The motion to approve the Delta County minutes for September 26, 2019 was made by Ms. Mary Olson-Delta County Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion passed without opposition.

The motion to approve the Dickinson County minutes for September 26, 2019 was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

The motion to approve the Menominee County minutes for September 26, 2019 was made by Mr. Gary Eichhorn-Menominee County Board Member and seconded by Mr. Jeff Naser-Menominee Co. Board Chair. Motion passed without opposition.

FINANCIAL REPORT:

Delta County:

The financial report for September 2019 was reviewed. There were \$20.00 in expenditures for the DHHS Board members, leaving a balance of \$1,076.54

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Donna Schomin-Delta Co. Board Member and seconded by Ms. Mary Olson-Delta County Board. Motion passed without opposition.

Dickinson County:

The financial report for September 2019 was reviewed. There were \$24.18 in expenditures for the DHHS Board members, leaving a balance of \$61.40

There were no expenditures from the Foster Children's Fund, leaving a balance of \$567.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

Menominee County:

The financial report for September 2019 was reviewed. There were \$100.00 in expenditures for the DHHS Board members, leaving a balance of \$1,600.00.

Approval of Financial Report: Financials were reviewed and approved. Motion was made by Mr. Jeff Naser-Menominee Co. Board Chair and seconded by Ms. Sheila Veraghen-Menominee Co. Board Member. Motion was passed without opposition.

DIRECTOR'S REPORT:

Staffing: Dickinson County had a Services Specialist position open; interviews are scheduled for Oct. 28th.

Statewide Director's Meeting Information:

BSC1 Directors Meeting: N/A

Business Plan Update: Ms. Asplund, provided an update on current fiscal year data:

Delta County:

Operating Funds: Allocation for FY 2019 is \$12,506.00. Year-to-date expenditures are: \$16,735.51. This constitutes 133.8% of the allocation spent with 100% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2019 is \$49,492.00. Year-to-date expenditures are: \$23,967.91. This constitutes 48.4% of the allocation spent.

Assistance Payments: Standard of Promptness: 94.04%. Business Service Center 1 average is 88.11%. Statewide Average is 96.14%.

Family Independence Program Work Participation Rate: 100%. Year to date average is 100%. Federal goal is 50%. U.P. average is 100%, statewide average is not available at this time.

Dickinson County:

Operating Funds: Allocation for FY 2019 is \$28,882.00. Year-to-date expenditures are: \$17,413.69. This constitutes 60.3% of the allocation spent with 100% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2019 is \$30,950. Year-to-date expenditures are: \$23,153.83. This constitutes 74.8% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.68%. Business Service Center 1 average is 88.11%. Statewide Average is 96.14%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 100%. Federal goal is 50%. U.P. average is 100%, statewide average is not available at this time.

Menominee County:

Operating Funds: Allocation for FY 2019 is \$25,896.00. Year-to-date expenditures are: \$23,045.26. This constitutes 89.4% of the allocation spent with 100% of the fiscal year elapsed.

Travel Funds: Allocation for FY 2019 is \$35,261. Year-to-date expenditures are: \$24,459.97. This constitutes 69.4% of the allocation spent.

Assistance Payments: Standard of Promptness: 95.52%. Business Service Center 1 average is 88.11%. Statewide Average is 96.14%.

Family Independence Program Work Participation Rate: N/A. Year to date average is 100%. Federal goal is 50%. U.P. average is 100%, statewide average is not available at this time.

Miscellaneous:

Assistance Payments: Ms. Asplund reviewed customer information as follows:

Total cases, recipients and payments for FIP, FAP, SDA, CDC and SER benefits for the month of August 2019:

Delta County:

- Family Independence Program: 27 cases; 51 recipients; \$20,615 in benefits provided.
- Food Assistance Program: 2,124 cases; 3,620 recipients; \$392,031 in benefits provided.
- State Disability Assistance: 11 cases; 11 recipients; \$1,747 in benefits provided.
- Child Development and Care: 84 cases; 147 recipients; \$73,981 in benefits provided.
- State Emergency Relief: 24 cases; \$11,143 in benefits provided.
- Unduplicated total for the month: 2,213 cases; 3,785 recipients; \$499,517 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 1,099 cases; 2,213 recipients
- Other Children < Age 21: 246 cases; 255 recipients
- Pregnant Women & Children Under 19: 897 cases; 1,495 recipients
- MiChild: 124 cases; 199 recipients
- Non-SSI Aged, Blind & Disabled: 1,057 cases; 1,102 recipients
- SSI Aged, Blind & Disabled: 964 cases; 964 recipients
- Medicaid Eligible Total: 3,965 cases, 6,229 recipients

Healthy Michigan Program (HMP)

Delta County: 2,165 total cases and 2,412 total recipients

Dickinson County

- Family Independence Program: 7 cases; 10 recipients; \$4,304 in benefits provided.
- Food Assistance Program: 1,177 cases; 2,064 recipients; \$216,149 in benefits provided.
- State Disability Assistance: 6 cases; 6 recipients; \$1,249 in benefits provided.
- Child Development and Care: 48 cases; 78 recipients; \$32,394 in benefits provided.
- State Emergency Relief: 18 cases; \$9,369 in benefits provided.
- Unduplicated total for the month: 1,225 cases; 2,143 recipients; \$263,465 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 737 cases; 1,456 recipients
- Other Children < Age 21: 176 cases; 182 recipients
- Pregnant Women & Children Under 19: 625 cases; 1,077 recipients
- MiChild: 93 cases; 161 recipients
- Non-SSI Aged, Blind & Disabled: 653 cases; 671 recipients
- SSI Aged, Blind & Disabled: 495 cases; 495 recipients
- Medicaid Eligible Total: 2,525 cases, 4,047 recipients

Healthy Michigan Program (HMP)

Dickinson County: 1,391 total cases and 1,521 total recipients

Menominee County

- Family Independence Program: 13 cases; 22 recipients; \$9,381 in benefits provided.
- Food Assistance Program: 1,067 cases; 1,901 recipients; \$201,734 in benefits provided.
- State Disability Assistance: 8 cases; 8 recipients; \$1,298 in benefits provided.
- Child Development and Care: 23 cases; 35 recipients; \$13,554 in benefits provided.
- State Emergency Relief: 10 cases; \$8,295 in benefits provided.
- Unduplicated total for the month: 1,102 cases; 1,946 recipients; \$234,262 in benefits provided.

Total Eligible Medicaid Cases and Recipients:

- Family Medicaid: 658 cases; 1,375 recipients
- Other Children < Age 21: 107 cases; 108 recipients
- Pregnant Women & Children Under 19: 504 cases; 853 recipients
- MiChild: 65 cases; 122 recipients
- Non-SSI Aged, Blind & Disabled: 597 cases; 618 recipients
- SSI Aged, Blind & Disabled: 476 cases; 476 recipients
- Medicaid Eligible Total: 2,174 cases, 3,553 recipients

Healthy Michigan Program (HMP)

Menominee County: 1,178 total cases and 1,321 total recipients

This information is available on the www.michigan.gov/dhs website in the “Green Book”

Child Welfare

	<u>Delta</u>	<u>Dickinson</u>	<u>Menominee</u>
Commencements	94%	100%	95%
CPS Face to Face	92%	100%	100%
CPS Ongoing Child F2F	95%	85%	67%
CPS Ongoing Caregiver F2F	79%	77%	87%
CPS Services Plans	95%	92%	94%
CPS Plan Approval	92%	100%	95%
CFC Service Plans	100%	100%	100%
CFC Approval	100%	100%	100%
DHHS Medical			
DHHS Dental	100%	100%	100%
CFC Worker/Child Contacts	71%	100%	100%
CFC Worker/Parent Contacts	100%	40%	100%
CFC Worker/Supervisor Contacts	100%	100%	100%
CFC Parent/Child Contacts	88%	35%	75%
CFC Return Home Contacts			100%
CFC Sibling Contacts		0%	100%

Approval of Directors Report:

The motion to approve the Directors Report for Delta County was made by Ms. Mary Olson-Delta County Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion passed without opposition.

The motion to approve the Directors Report for Dickinson County was made by Ms. Mary Gagala-Dickinson County Board Member and seconded by Ms. Winnie Fornetti-Dickinson Co. Board Member. Motion passed without opposition.

The motion to approve the Directors Report for Menominee County was made by Ms. Sheila Veraghen-Menominee Co. Board Member and seconded by Mr. Gary Eichhorn-Menominee County Board Member.

UNIT REPORT: None

BOARD BUSINESS:

Review & Approval of Vouchers:

Delta County: Vouchers were reviewed and approved. Motion was made by Ms. Donna Schomin-Delta Co. Board Member and seconded by Ms. Mary Olson-Delta County Board Member.

Dickinson County: Vouchers were reviewed and approved. Motion was made by Ms. Winnie Fornetti-Dickinson Co. Board Member and seconded by Ms. Mary Gagala-Dickinson Co. Board Member. Motion was passed without opposition.

Menominee County: Vouchers were reviewed and approved. Motion was made by Ms. Sheila Veraghen-Menominee Co. Board Member and seconded by Mr. Gary Eichhorn-Menominee County Board Member.

MCSSA: Next MCSSA District One Meeting is April 24, 2020.

NEW BUSINESS:

Dickinson County is unable to pay dues for the State MCSSA bill of \$1,015.11- Dickinson County doesn't have enough funds in their allocations to pay.

PUBLIC COMMENT:

Barb Kramer, Dickinson County Board of Commissioners discussed how Dickinson County has drafted two budgets for fiscal year 2020, with one budget anticipating the loss of more than \$500,000 because of the Governor's budget vetoes.

Also, in Dickinson County the pathologist is no longer available at DCH, this has left the county without anyone to complete autopsies in Dickinson County. As well, in Dickinson County, the County Medical Examiner is no longer able to perform autopsies at DCHS. So far, no alternative site has been identified, leaving the county without any options to provide this service.

Theresa Nelson, Delta County Board of Commissioners let the board know that Delta County is still looking for a new County Administrator. There were 12 applicants and were 5 interviewed. Narrowed it down to two candidates, second interviews are this week.

NEXT MEETING: Thursday, November 21, 2019 at the Pinecrest Medical Care Faculty Board Room at 1:00 PM CST

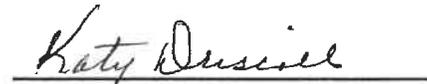
ADJOURNMENT: Motion was made by Mr. Gary Eichhorn-Menominee Co. Board Member and seconded by Ms. Donna Schomin-Delta Co. Board Member. Motion was passed without opposition. Meeting was adjourned at 1:38 PM CST



Matthew Yohe
Board Secretary



Stacey Randall, Delta Co.
Board Chairperson



Katie Driscoll, Dickinson Co.
Board Chairperson



Jeff Naser, Menominee Co.
Board Chairperson

Pc: DHHS Board Members Delta County
DHHS Board Members Dickinson County
DHHS Board Members Menominee County
Delta County BOC
Dickinson County BOC
Menominee County BOC

MENOMINEE COUNTY PARKS COMMITTEE

MINUTES NOVEMBER 4, 2019

1. The meeting was called to order at 5:30 PM by Chair, Bob Desjarlais at Lake Township Hall in Stephenson.
2. Pledge of Allegiance was recited by all.
3. **Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Vola Bleile County Commissioner Larry Phelps. Excused were County Administrator Jason Carviou, County Commissioner Bill Cech and Mike Kass.

Others in attendance were Jim Quist and Karen Kayser.
4. **Approval of agenda:** Motion by Dick Peterson to approve the Agenda supported by Vola Bleile with all in favor.
5. **Minutes:** Dick Peterson to approve the October 7, 2019 minutes with corrections on item 9 to read Parks Dam and Ingalls Dam and Sturgeon that are 4' not 12' corrections. Supported by Larry Phelps with the added correction on item 9, second paragraph to read will be adjusting ... All were in agreement. Motion carried.
6. **Public Comments:** Jim Quist stated we were written up on the bath house needing tile around the lower parameter. He received a quote from Jim Svenicki to complete this (material and Labor) for \$3800. Larry Phelps will take the quote to Jason Carviou. A motion by Bob Desjarlais to recommend to the Board to accept this bid supported by Kathy Branz with all in favor.
7. **Business:**
 - a. **Review Financials** – Accepted as presented.
 - b. **Budget Review** – Dick Peterson stated he felt the 2020 revenue was very optimistic.
 - c. **Picnic Tables** – i) Ordered per note from Jason to be delivered to Shakey Lakes. 58 frames were ordered. ii) **When to order 2 X 10's and 2 X 8's:** Jim Quist will watch for sales or 11% off at Menards and pick up the wood as necessary.
 - d. **Electrical at Shakey Lakes and Bailey – Electrical Engineer:** It was decided by all, after much discussion to sit on this for a while, and address after more discussion.
 - e. **New restrooms at Shakey Lakes – follow up:** Waiting for bids to start project.
 - f. **Added Parking at Shakey Lakes Boat Launch** – Bob is waiting for the lime stone work to begin. As soon as they start grinding the lime stone at his farm, Bob stated he will be able to provide the crushed limestone. Trucking will have to be approved for this project.
 - g. **Electric at Bailey** – added to d above as we need an Electrical Engineer for input on the correct way to improve the electrical at both parks.

- h. Weekly Reservations at Kleinke** – A lengthy discussion regarding reservations at Kleinke resulted in one week or two week reservations in addition to the one, two, three, four and five month reservations. To be made at least two weeks in advance and finalized upon receipt of payment. All were in favor of this decision.
- i. On line reservations** – Mike Kass was absent so this was tabled.
- j. Kayak Launch Mason Park (Larry Phelps)** – Larry has approximately 41 potential donors for this project. He is waiting to hear the outcome of the Hannahville Grant.
- k. Parks Ordinance Review:** Per a note from Jason, he has not had a chance to present these to the County Board for approval. Tabled.
- l. Bailey Park, Kleinke and Shakey Lakes – Stump Removal:** – Per Jason’s email the lowest bid was \$7,000 with the highest around \$20,000. The stump grinding was not a budgeted item. Jason suggested some other options of cutting the stumps down to the ground ourselves or pricing out a stump grinder attachment for the tractor. Jim Quist said there are 82 stumps between all the parks. Kathy Branz stated she felt Jim Quist should be contacted on these decisions rather than Mike Sieg as Jim is our Park Ranger.
- m. Sean Soucy (EGLE application):** Jason wrote in an email that he met with Sean at Bailey Park. The museum will need a permit to build the boardwalk to the Red Rock, Noreen Johnson has been advised of this. The stumps can be ground to ground level without a permit, anything below ground level needs a permit. The two swaths cut for access to the Bay closest to the museum are wet lands and a permit is not available from EGLE. The others have berms that designate wet lands running through them. Some clean up could be done up to the berms.

8. Correspondence: None.

9. Any other item Members Wish to Present: None

10. Public Comment: None.

11. Adjournment – Motion by Vola to adjourn supported by Dick with all in favor at 7:53 PM

12. Next meeting will be at Lake Township Hall on Cnty Rd 577 in Stephenson on December 2 2019 at 5:30 P.M.

Submitted by:

Kathy Branz, Secretary

Menominee County Parks and Recreation Committee.



Date: September 26, 2019	Place: Island Resort and Casino
Presiding: Catherine Driscoll and John Degenaer, Jr, Chairperson	Time: 4:00pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting

Call to Order: 4:04pm CST

Roll Call: Trustees present: Theresa Nelson, Winnie Fornetti, Catherine Driscoll, John Degenaer, Jr., Jeff Naser and Gerald Piche

Trustees absent: Mary Olson, Donna Schomin and Gary Eichhorn

Leadership Team present: Darlene Smith, Interim Administrator, Jessica Johnson, CFO; David Vandermissen, Jr., Plant Operations; Heather Niarhos, Director of Nursing, Nancy Mach, Executive Assistant

Guest: Kevin Johnson

TOPIC	DISCUSSION	OUTCOME
<p>Board Action on Financial Statement for April 2019</p>	<p>Jessica Johnson, CFO reported August was not great, but it was what we expected, our cash flow has more in the account now than all year, we are getting in receivables and not spending. With that our income for the month was \$799,000 and our budgeted expense was \$960,000, our census was very low for the month of August, but we still had staffing and maintaining the building along with supplies, September should be better our census is up. Darlene Smith, Interim Administrator said we are sending our Social Workers to the Hospitals and the VA to meet with the Social Workers there, to try to explain what we have been through and that we want to work with them. Trustee Degenauer, Jr. said we need to continue to meet with them on a regular basis. Jessica Johnson continued to explain that our census for the month was 77% and at this time our year to date is at 83%, if we continue for the rest of the year with total beds at 140 we would need to keep a census at 123 or higher for the rest of the year to make the 85% we need for the State to not cut our Medicaid, but if we take 10 beds off line we would need to keep a census at 116 or higher for the rest of the year to make the 85% for the State to not cut our Medicaid, we feel 116 is attainable. Darlene Smith said the history of Pinecrest has been a decline in beds and 140 is not attainable and by taking off line 10 beds we would be able to make additional private rooms which is what is requested by a resident looking at coming to Pinecrest we are passed over for another facility if a private bed is not available so we are not able to fill those beds and empty beds cost us money, we have discussed this with our Auditors at Plante and Moran and they feel it is a good strategy for the future. Darlene Smith said, staff is also an issue, getting enough staff for 140 beds is not always possible. Trustee Nelson asked what happens if we need to get these beds back? Darlene Smith explained that Menominee County is considered to have too many beds now so getting them back is probably not possible. Darlene Smith said, even with taking off line the 10 beds when we are full we always make money. Trustee Degenauer, Jr. asked for a motion to take 10 beds off line, a motion was made by Trustee Driscoll to take 10 beds off line seconded by Trustee Degenauer, Jr., a Roll Call was done: Trustee Nelson – Yes, with regret Trustee Fornetti – Yes</p>	<p>A motion was made to accept the financial report with additions by Trustee Driscoll and seconded by Trustee Naser. Motion carried.</p>

TOPIC	DISCUSSION	OUTCOME
<p>New Administrator Position</p>	<p>The Hiring Committee asked Tina Kosky to come to today's Board meeting to be able to meet the rest of the Board Member, Trustee Degenauer, Jr said he felt Tina had a good interview and comes with good recommendations. Tina Kosky addressed the Board by telling them she has 23 years at Marquette, most of those years have been in the Activities, has a degree in Gerontology and an Administrators License, what she has seen and heard about Pinecrest she likes and is very happy we are Person Centered Care and that what she has heard about our wanting to have more private room and more Bariatric Beds is a good thing to hear. Trustee Naser asked if Tina holds any other Degrees. Tina Kosky said she has the Bachelor in Gerontology and the Administrator License and that she is her towns Township Supervisor and has also been on the Townships Planning Committee. Trustee Driscoll asked Tina if she would be able to move to this area. Tina Kosky said, yes, she would definitely want to be available to the facility and would move here given some time to do so. Trustee Naser asked if Tina had worked or supervised a group of 25 or more. Tina Kosky said her Department she has right now she has 13 employees that she supervises, but that the current Administrator at Marquette expects all Supervisors to pay attention to all areas of the Nursing Home, so if there is another department that something is wrong she is expected to step in and help. Trustee Naser asked if Tina had any experience in Negotiations for Medical Contracts, Tina said, yes, she has set in on meetings. Tina Kosky said she feels it is important to keep the census up and that comes in doing Community outreach and marketing Pinecrest and making families and residents feel welcome at Pinecrest. Trustee Piche asked if Tina had a tour of Pinecrest. Tina Kosky said not of the whole building, but she likes what she has seen. Trustee Nelson asked if Tina had any Nursing background. Tina Kosky said she started her career as a Certified Nursing Assistant then went into the Activity Department before continuing her schooling. Trustee Naser asked if Tina had been involved in any State Audits. Tina Kosky said yes, she has been involved every year and in the Plan of Correction Process and she feels you need to be proactive with staff. Trustee Degenauer, Jr. said Tina stood out during the interview process with her responses. Trustee Naser asked Tina about her hobbies. Tina Kosky said she enjoys hiking, water sports, is an avid</p>	

TOPIC	DISCUSSION	OUTCOME
Public Comment	Kevin Johnson, AFSCME Chief Stewart wants the Board to consider continuing with the room renovations, he is able to turn over a room in 2 weeks to get the resident back into their room, David Vandermissen, Jr said the rooms look very nice	

TOPIC	DISCUSSION	OUTCOME
ADJOURNMENT	The meeting Adjourned at 5:26 pm CST	A motion was made to adjourn the meeting by Trustee Driscoll seconded by Trustee Naser. Motion carried

Donna Schomin

DONNA SCHOMIN, CHAIRPERSON

Darlene Smith, Int. Adm.

DARLENE SMITH INTERIM ADMINISTRATOR



Date: October 24, 2019	Place: Pinecrest MCF Board Room
Presiding: Catherine Driscoll, Chairperson	Time: 2:00pm CST
Recording Secretary: Nancy Mach, Executive Assistant	Monthly Board Meeting

Call to Order: 2:01pm CST

Roll Call: Trustees present: Mary Olsen, Donna Schomin, Theresa Nelson, Winnie Fornetti, Catherine Driscoll, Jeff Naser, Gary Eichhorn and Gerald Piche

Trustees absent: John Degenaer, Jr.

Leadership Team present: Darlene Smith, Interim Administrator, Jessica Johnson, CFO; David Vandermissen, Jr., Plant Operations; Heather Niarhos, Director of Nursing, Nancy Mach, Executive Assistant

Guest: Kevin Johnson and Lois Ball

TOPIC	DISCUSSION	OUTCOME
Board Approval of October 2019 Agenda	The Board reviewed and approved the October 2019 Agenda	A motion was made to accept the October 2019 Agenda by Trustee Eichhorn, seconded by Trustee Olsen. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Board Action on Minutes of the September 2019 meeting	The Minutes from the September 2019 meeting were reviewed, a correction to move Darlene Smith from the Roll call of Trustees and move her attendance to the Leadership team	A motion was made to accept the September Minutes with the change by Trustee Naser, seconded by Trustee Eichhorn. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Board Action on September 2019 Manifest of Invoices Page2Ocotber2019	The September Manifest of Invoices were reviewed, Trustee Nelson questioned an expense on Page 7 to an Eleanor Swanson, Jessica Johnson, CFO said this was a refund from a Private Pay Resident	A motion was made to accept the September Manifest of Invoices by Trustee Schomin, seconded by Trustee Eichhorn. Motion carried.

TOPIC	DISCUSSION	OUTCOME
<p>Board Action on September 2019 Financial Statement</p>	<p>Jessica Johnson discussed the September Balance Sheet, Assets verse Liabilities and Equity. Jessica went on the discuss Actual verse Budget Statement of Operations, Jessica said we have a net income of 103,308, most was due to a Certified Public Expenditure payment we received. Darlene Smith Interim Administrator stated our cash situation is good, we are starting to make some money, during our issues with the State our census was down to 105, as of today we are at 118, our staff is working hard to get admissions. Trustee Piche asked if we made money because we did not do some Maintenance projects, Jessica Johnson said, no, this is separate from our Capital Budget projects. Jessica Johnson went on to discuss the Census Report for the Month of September, our occupancy for the month was at 81.07% with our yearly at 84.43%, so we did better than expected. Jessica Johnson discussed Capital Budget Projects, some have gone over, and some are under budget. Jessica Johnson said we have Capital Budget Project Requests, Dietary would like to complete their project to replace Thermal Covers and Bases, and a Drying Rack for them. We need to purchase Transportation Chairs that are more secure and have seat belts on the chair so not only the chair is restrained but the Resident will be as well, this has been an issue with the State, some Nursing Facilities have been sited. Tina Koski, Incoming Administrator, who has been working at Marquette MCF said they have looked into the Transportation Chairs, they average in cost from \$7000 to \$9000 and depending on the Vehicle they need to go into, the cost can be higher, Darlene Smith said we do not know how much at this time the cost will be. LED lighting supplies are needed so that when updating a room, they need to do the complete lighting in the room, we then submit our project to our Energy Supplier for a rebate. Boiler maintenance and the Laundry project need to be completed and have put us over budget. Darlene Smith said we are waiting to hear about Budget issues from the Governor, we are considered a Class 3 Nursing Facility we have to keep our spending for each Resident consistent and we run very lean now. Our Medicaid Reimbursement rate has been good, our Billing Department has been getting payments in from some Leans we have done. Trustee Driscoll asked for Board Action on the Capital Budget</p>	<p>A motion was made to accept the September 2019 Financial Report by Trustee Olsen, seconded by Trustee Naser. Motion carried.</p> <p>A motion was made by Trustee Eichhorn to accept the requested budget for Capital Projects and to accept the additional budget for the Transportation Chairs, seconded by Trustee Schomin. Motion carried</p>

	Projects for the total requested amount of \$107,510.00 with a budget of \$20,000.00 to be used for the Transportation Chairs for a total of \$127,510.00.
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TOPIC	DISCUSSION	OUTCOME
Board Committee Report:	Trustee Driscoll said there was no meeting for Whispering Pines this month. Trustee Driscoll recommended Winnie Fornetti be appointed to the Whispering Pines Board to replace Kristine Mulder who has resigned from the Pinecrest Medical Care Facility Board of Trustees, the Board agreed to appoint Winnie Fornetti to the Whispering Pines Board.	

TOPIC	DISCUSSION	OUTCOME
Board Action on October 2019 Write-offs	Trustee Nelson asked what ICO stood for, Jessica Johnson, CFO said it is a type of Medicaid payment, Trustee Nelson asked what DPOA stood for, Darlene Smith, Interim Administrator said it stands for Durable Power of Attorney. Jessica Johnson discussed the Write-offs that we have and that our team has done a good job at getting Humana Insurance Co. to pay for our residents who have this insurance and having Lois help our families with Medicaid approval is helping us get reimbursed. Trustee Nelson asked Lois if having DHHS back to being able to talk to someone in the UP helps, Lois said, yes, it did.	A motion was made to accept the September 2019 Write-offs by Trustee Eichhorn, seconded by Trustee Fornetti. Motion carried.
	Discussion was held on keeping the Hardcap with our Unions or switching to the 80/20 per P.A. 152 for our Insurance costs, Darlene Smith, Interim Administrator said we have negotiation for Insurance and wages coming up with the Hardcap we now where we stand the 80/20 is variable, Darlene Smith said our Lawyer is suggesting we stay with the Hardcap. Trustee Driscoll asked if our employees were happy with what we have now, Darlene Smith, said yes, at our last open enrollment we had over 40 staff sign up.	A motion was made to accept the Hardcap Insurance by Trustee Piche, seconded by Trustee Schomin. Motion carried.
Page4October2019	Darlene Smith discussed updating policies with the Board. Policies to be updated during the October Board Meeting are: Computer, Internet and Email Usage, Workplace Violence and Harassment Policy, Work for and Exchange Request Policy, Funeral Leave Policy, Firearms and other Lethal Weapons Policy and Employee Personal Electronic Device Usage Policy. Two additional	A motion was made to accept and update the Policies discussed at the October 2019 Board Meeting and to bring the two additional Policies to

Policies, Drug and Alcohol Policy, which we have had our Lawyer review and Corporate Compliance Ethics, which we may form a committee if there is an issue, will be brought to the November 2019 Board Meeting to be updated.

Darlene Smith asked if any changes needed to be made to the By-Laws of the Board of Trustees, Trustee Driscoll said under the Whispering Pines, Great Northern Home Care is gone, and the meeting notice should be Bi-weekly. Trustee Nelson said under Article 7 Medical Staff should be replaced as his/her not his.

The Administrator Agreement was given to all Board Trustees and to Tina Koski, incoming Administrator, it was decided to discuss the Administrator Agreement after it could be reviewed by all Board Trustees and by Tina Koski, the Administrator Agreement will be put on the next agenda on November 21, 2019 and will be a closed meeting.

the November 2019 Board Meeting to be updated by Trustee Naser, seconded by Trustee Eichhorn. Motion carried.

A motion was made to accept the By-laws of the Board of Trustees with the corrections, by Trustee Naser, seconded by Trustee Olsen. Motion carried.

TOPIC	DISCUSSION	OUTCOME
Report of Quality Assurance and Resident Council Committee	<p>Heather Niarhos, Director of Nursing said she has been updating her Nursing Policies. Ken Smylie from our Workers Comp Company, Comprehensive Risk Service will be here next week, he will be doing in-services for our Nursing Department on Blood Borne Pathogens, Heather continues to monitor areas on our plan of correction from the last State Survey, at Resident Council the Residents asked for a scary movie for Halloween and we are expecting the school kids to come for trick or treating and an area Daycare will be doing trick or treating at the Groves, Trustee Nelson asked how we get the candy for the trick or treating, Heather said we do get some donations for it.</p>	<p>A motion was made to accept the Report of Quality Assurance and Resident Council by Trustee Piche, seconded by Trustee Eichhorn. Motion carried.</p>

TOPIC	DISCUSSION	OUTCOME
Safety Committee Report for October 2019	<p>David Vandermissen, Jr. reported on the October 15, 2019 meeting, Ken Smylie will also be doing OSHA in-services with our Maintenance Department during his visit next week, We are working on repairing a dip in the floor on our second floor, we will be putting up 25-30 more cameras inside and outside the facility, Trustee Piche asked who watched the cameras, David Vandermissen said we do not have a person to watch the cameras, but if there is an issue we can go back and look at footage, at some point we hope to have screens at the Nursing Stations for real time viewing, maybe next year, the Boiler Inspector was here, in good shape just needs some cement work done, in our Data Center we are continuing with the water project, the items we need to start our freezer project are in, two of our Dryers are repaired and working the 3rd one, we are waiting for a quote to have the coil repaired and we have parts for this dryer so we should have it up and running soon, the new press is in and we should be putting it in soon.</p>	<p>A motion was made to accept the Safety Committee Report by Trustee Naser, seconded by Trustee Fometti. Motion carried</p>

TOPIC	DISCUSSION	OUTCOME
Administrator's Report	<p>Darlene Smith, Interim Administrator reported the Penalties from the State Survey we thought we going to be in the \$150,000 range, but we received 35% off because we did not debate the survey and they also allowed a hardship for us, so the total fines were \$24,434.80, we were very happy about that.</p> <p>Darlene Smith said, Jessica Johnson is having Budget meetings with all Department Supervisors to see what is needed in the next year. We have entered into an agreement with the Health Department to be a POD for them, Point of Delivery, if there was an emergency in the area, we would help with medication dispensing. Trustee Naser asked Darlene if we have heard about a grant from Hannahville yet, Darlene said we have not heard yet on our request for furniture in our Special Care Unit, and we also applied for grants to Home Depot for our Pavilion and furniture. Trustee Naser asked about Pinecrest dropping 10 beds, Darlene Smith said it is done, we now have 10 more private rooms. Trustee Driscoll reminded Nancy Mach, Executive Assistant to put the Administrators Agreement and the two Policies on the Agenda in November.</p>	<p>A motion was made to accept the Administrator's Report by Trustee Eichorn, seconded by Trustee Schomin. Motion carried.</p>

TOPIC	DISCUSSION	OUTCOME
Public Comment	None	

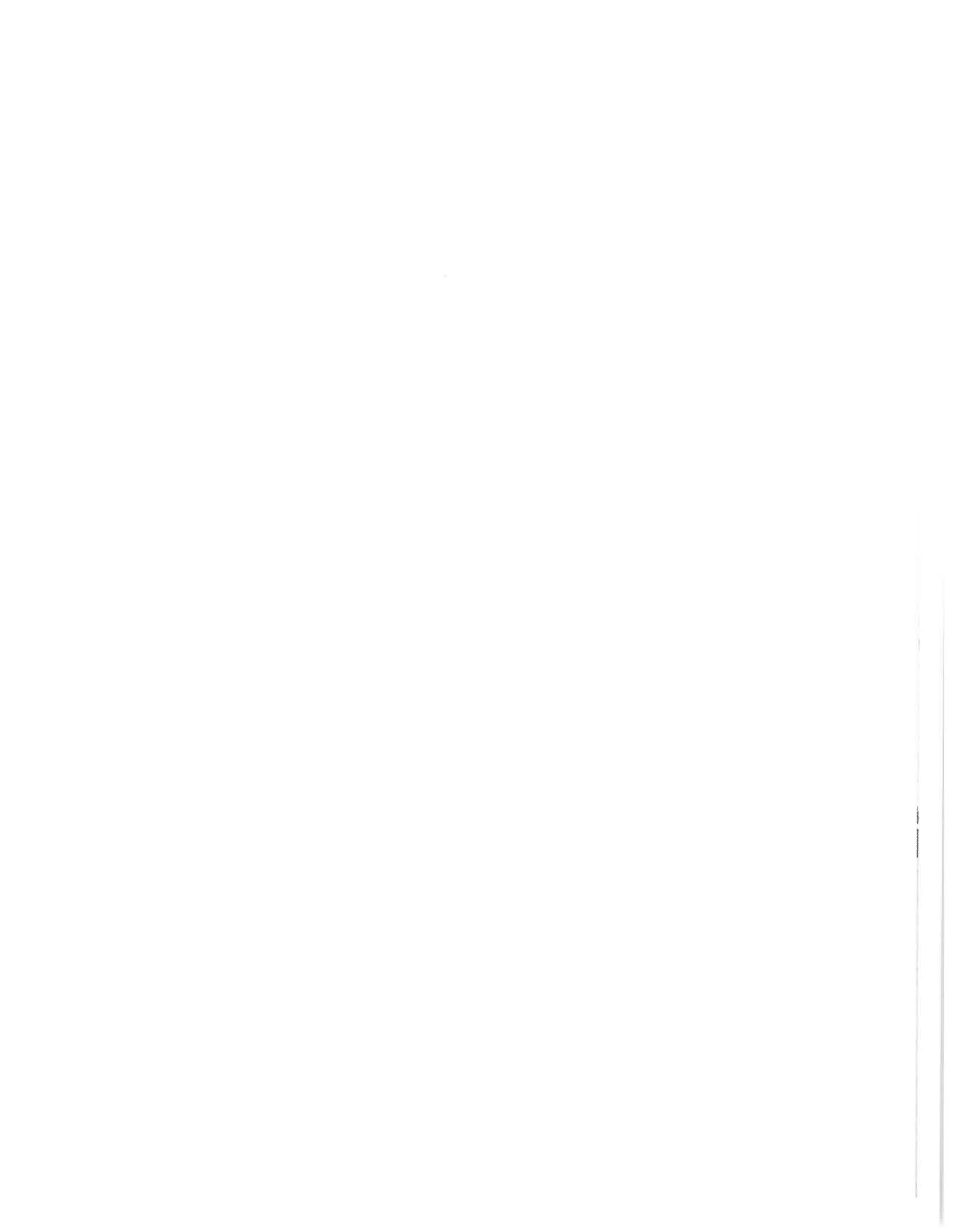
TOPIC	DISCUSSION	OUTCOME
<p>ADJOURNMENT</p> <p>Page 7 October 2019</p>	<p>The meeting Adjourned at 3:08 pm</p>	<p>A motion was made to adjourn the meeting by Trustee Naser, seconded by Trustee Schomin. Motion carried.</p>

Donna Schomin

Donna Schomin, Chairperson

Darlene Smith, Int. adm.

Darlene Smith, Interim Administrator



NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

October 10, 2019 – 4:30 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; J. Lindow, Director of Finance, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet*		X		Negro, Mari	X		
Hafeman, Jan**	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia**	X		
Roberge, Robert	X			Zevitz, Michael Dr.	X		
Pirlot, Kevin	X			Korpi, Thomas		X	
Martin, Ann	X			Luhtanen, Joan	X		

* Video conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance to the Flag was recited by all.

PUBLIC COMMENTS

J. Cescolini introduced, E. Kusz, L. Bal, and D. Hinds-Springstroh. Each gave a brief description of their backgrounds and new positions.

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen requested approval or amendment of agenda. Chairperson Luhtanen requested transposing letters c and d under Finance to discuss FY19 Final Budget prior to FY20 Initial Budget. J. Cescolini requested the addition of staffing updates and waitlist under New Business/Finance as f and g.

ACTION: Moved to approve agenda as amended.

Motion by: K. Pirlot supported by M. Negro to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

J. Luhtanen requested approval or amendment of 9-19-19 Regular Board minutes.

Motion by: A. Martin supported by J. Hafeman to approve the 9-19-19 Regular Board Meeting minutes as presented.

Motion carried unanimously.

PRESENTATION – Mental Health 1st Aid Presenter: P. Hefner-Gardiepy

P. Hefner-Gardiepy discussed the history of the training. His national training was in 2009 and has now trained over 6,300 people in the community. Training was designed to help people understand how to help an individual entering, or already in, crisis. Reviewed techniques for listening, assessing risk of suicide or harm, approaching individuals who may need help, and what to do when it is determined help is necessary. Miscellaneous questions addressed.

ACTION ITEMS

- **Finance**

- a) **Check Disbursement – August 2019**

Motion by: J. Hafeman supported by N. Pasternak to approve the Check Disbursement – August 2019 as presented.

Motion carried unanimously.

- b) **Financial Statement – July 2019**

Motion by: M. Negro supported by M. Hofer to approve the Financial Statement – July 2019 as presented.

Motion carried unanimously.

- **Minivan Bids**

Miscellaneous questions addressed. Discussed cost of financing and J. Lindow stated she would use the most cost effective financing.

Motion by: A. Martin supported by R. Roberge to purchase the 2020 Toyota Sienna from Bergeron Motors for \$32,700.00.

Motion carried with 8 Ayes and 2 Nays. Nays from M. Hofer and K. Pirlot.

- **Ad Hoc Policy Revisions**

Discussed Animals in the Workplace policy. Concerns raised over therapy vs. pets and workplace vs. residential allowances. Requested Ad Hoc make changes clarifying type, placement, and criteria of allowed animals. Once revised, bring back to Board for approval.

- Holidays
- Corporate Compliance Reporting
- Data Quality Management
- Anti-Kickback and Stark Law
- Clinical Record Quality Assurance Review
- Compliance Decision Appeal
- Corporate Compliance
- Service Recipient Grievance and Appeal
- Sterilization, Abortion, Adoption, Contraception, and Family Planning
- Petty Cash
- Third Party Reimbursements
- Investments
- Preprinted Documents
- Accounting
- Billing
- Business Associate Agreement
- Cash Disbursements
- Equipment Use
- Insurance
- Complaint and Appeals Process
- Confidential Mail
- Control of Cash
- Cost Finding
- Representative Payee Savings Account Management
- Fee Determination

Motion by: M. Negro supported by N. Pasternak to approve policies submitted by Ad Hoc except the Animals in Workplace policy.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**

- a) **Financial Statement – August 2019**

J. Lindow reviewed August 2019 Financial Statement with Board members. Miscellaneous questions addressed.

Outcome: Action item at next Board meeting.

- b) **GF Fund Update**

J. Lindow reviewed GF Fund Bucket report with Board Members. J. Cescolini gave report on GF spending year-to-date and steps taken to reduce expenditures. Reduction of services to non-Medicaid individuals, screening at hospitals change, and spend downs discussed. Miscellaneous questions addressed.

Outcome: Informational.

J. Hafeman left meeting at 6:25 p.m.

c) **Proposed FY19 Final Budget**

J. Lindow discussed budget policy and proposed FY19 final budget. Miscellaneous questions addressed.

ACTION: Move to ACTION Item at present meeting.

Motion by: R. Roberge supported by K. Pirlot to move approval of the Proposed FY19 Final Budget to an ACTION item at the present meeting.

Roll Call conducted by J. Lindow, Director of Finance

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
NEGRO	X		PASTERNAK	X
PHILLIPS	X		ZEVITZ	X
HAFEMAN	X		HOFER	X
ROBERGE	X		PIRLOT	X
MARTIN	X		LUHTANEN	X

Motion carried unanimously.

Motion by: R. Roberge supported by A. Martin to approve the FY19 Final Budget as presented.

Motion carried unanimously.

d) **Proposed FY20 Initial Budget**

J. Lindow discussed how numbers were calculated for the proposed FY20 Initial Budget. There will be a mid-year revised budget and a final FY20 budget in August or September. Miscellaneous questions addressed.

ACTION: Move to ACTION Item at present meeting.

Motion by: K. Pirlot supported by R. Roberge to move approval of the Proposed FY20 Initial Budget to an ACTION item at present meeting.

Roll Call conducted by J. Lindow, Director of Finance

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
NEGRO	X		PASTERNAK	X
PHILLIPS	X		ZEVITZ	X
HAFEMAN	X		HOFER	X
ROBERGE	X		PIRLOT	X
MARTIN	X		LUHTANEN	X

Motion carried unanimously.

Motion by: K. Pirlot supported by M. Negro to approve the FY20 Initial Budget as presented.

Motion carried unanimously.

A. Martin left meeting at 6:37 p.m.

e) **Contract Grid 10-10-19 (Case Management of MI, ALS, New Beginnings Counseling)**

Discussed each contract. In future, residential homes will be presented with Recipient Rights reports for Board awareness prior to voting. Rates based upon IPOS needs, without firm amounts, inspired some hesitation in members. Calculating rates for PC/CLS is done with time studies and formula in policy. Without knowing which Individuals will be in home, there is no rate to apply. Discussed the pending legislation regarding LPC limitations. Miscellaneous questions addressed.

Outcome: Action Item for next meeting. J. Cescolini to provide policy explaining how PC/CLS rates are calculated based upon an Individual's need and time studies completed by providers.

- **Snow Removal Bids**

ACTION: Move to ACTION Item at present meeting.

Motion by: M. Negro supported by K. Pirlot to move approval of the Snow Removal Bids to an ACTION item at present meeting.

Roll Call conducted by J. Lindow, Director of Finance

<u>ROLL CALL VOTE</u>	<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
NEGRO	X		PASTERNAK	X
PHILLIPS	X		ZEVITZ	X
HAFEMAN	X		HOFER	X
ROBERGE	X		PIRLOT	X
LUHTANEN	X			

Motion carried unanimously.

Motion by: M. Negro supported by K. Pirlot to award snow removal services to Shad Brown for The Pines and Hughitt Street; Moyer at Belgium Pointe and A Street; M&M for Menominee; Wangerin for Maple Ridge; and Zinger for Iron River.

Motion carried unanimously.

- **Vacation Time Payouts**

A few staff who thought they were not getting the usual payout for amounts over 200 hours contacted Chairperson Luhtanen. Not accurate as this payout will be on the October 18, 2019 check. Some other staff have been unable to take vacation due to short staffing. Staff wages and needs discussed. Board will be reviewing salaries for all staff beginning in January.

Outcome: Informational

- **Staffing updates**

J. Cescolini informed members that there were 10 new hires last month in orientation, there are 10 more in this month's orientation, and around another 10 at the next orientation. Many excellent candidates have been hired. The next step is to review caseloads and see how many more people will be needed.

Outcome: Continue to work on staffing as needed.

- **Waitlist**

J. Cescolini proposes enacting a waitlist, per policy, for individuals with private insurance due to the large influx of people.

Outcome: Return to next agenda. J. Cescolini to provide policy for waitlist to members.

- **Emergency Services Update**

Compared Northpointe ES on-call wages to Pathways. Discussed option of covering ES without using clinical staff.

Outcome: Will discuss again at next meeting.

- **FY19 Plan of Correction Monitoring Report**

Outcome: Tabled until next meeting.

- **FY19 Outcomes and PI Report**

Outcome: Tabled until next meeting.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

NorthCare Governing Board Meeting Minutes – September 11, 2019

Outcome: Place on file.

Northpointe Letter of Recognition from Center for Medicare and Medicaid Services

Outcome: Informational.

Northpointe Certificate of Recognition from Great Lakes Practice Transformation Network

Outcome: Informational.

PUBLIC COMMENTS - None

BOARD COMMENTS

J. Luhtanen congratulated staff on the letter from CMS and the certificate from GLPT Network.

M. Negro gave update on the NorthCare CEO contract. Felt 10 years was too long and there was too much time off, but she was the only nay during the vote.

J. Luhtanen reminded members to keep the date for the Dr. Razdan meeting open and to bring food for potluck.

ADJOURN

Motion by M. Negro supported by P. Phillips to adjourn.

Motion carried unanimously.

Meeting adjourned at 7:00 p.m.

The next Regular Board meeting is scheduled for Thursday, October 24, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

October 24, 2019 – 4:30 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; K. Stankevich, Administrative Assistant, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet*	X			Negro, Mari**	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia	X		
Roberge, Robert	X			Zevitz, Michael Dr.	X		
Pirlot, Kevin	X			Korpi, Thomas**	X		
Martin, Ann	X			Luhtanen, Joan	X		

* Video conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow, K. Stankevich

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance to the Flag was recited by all.

PUBLIC COMMENTS – None

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen requested approval or amendment of agenda. Chairperson Luhtanen requested the addition of Donation of Vacation Time, Endowment Fund, and Snow Removal bid changes under New Business. J. Lindow requested tabling of Properties until next meeting.

ACTION: Moved to approve agenda as amended.

Motion by: A. Martin supported by P. Phillips to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Will have the October 10, 2019 minutes for approval at the November 7, 2019 meeting.

PRESENTATION – None.

ACTION ITEMS

- **Finance**

- a) **Financial Statement – August 2019**

- Motion by:** J. Hafeman supported by A. Martin to approve the Financial Statement – August 2019 as presented.

- Motion carried unanimously.**

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A	Case Management of MI	Case Management	10/1/19-9/30/20	Case Management \$60.00/unit Individual Therapy \$62.00/enc. Group Therapy \$40.11/enc. Treatment Plan (w/o IDT) \$53.00/enc. Assessment for Behavioral Health \$200.00/enc. Psych Eval. \$150.00/enc. Med Review \$77.75/enc. Med injection \$21.00/enc. Health Assessment \$100.00/enc. RN Services \$29.91/unit Annual CSM Assessment \$110.00/enc. Comp. Multidisciplinary Eval. \$20.60/enc. Support Coordination \$63.00/unit	Case Management \$60.00/unit Individual Therapy \$62.00/enc. Group Therapy \$40.11/enc. Treatment Plan (w/o IDT) \$53.00/enc. Assessment for Behavioral Health \$300.00/enc. Psych. Eval \$150.00/enc. Med Review \$77.75/enc. Med injection \$30.00/enc. Hlth Assess. \$200.00/enc. RN Services \$29.91/unit Annual CSM Assess. \$110.00/enc. Comp. Multidisciplinary Eval. \$20.60/enc. Support Coordination \$63.00/unit Behavior Plan Monitoring \$150.00/enc.	None None None None \$100/enc. None None \$.00/enc . \$100/enc. None None None None None None None None New New
B	New Beginnings Counseling	LPC	10/1/19-9/30/20	New	\$75.00/hr. direct and non-direct services \$45.00/hr. training rate	New New

b) Contract Grid 10-10-19 (ALS, Case Management of MI, New Beginnings Counseling)

Motion by: J. Hafeman supported by M. Hofer to approve the 10-10-19 Contract Grid as presented.

Discussed rates for contract with ALS. Currently no rates given as rates are based upon Individual needs and unknown which individuals will be placed once open. K. Pirlot expressed concern that selling an asset at one-half of appraised value should have a revert clause, guaranteeing the purchaser does not purchase at low price and then sell for profit leaving Northpointe without services. Requested revert clause be negotiated with ALS for services to continue for a period of 3-5 years or a portion of any profit made on sale of building would belong to Northpointe.

Outcome: CEO to meet with ALS to determine terms of revert clause prior to purchase. L. Caruso, Residential Home Manager, to give a demonstration on rate calculation for PC/CLS at next meeting.

Action: J. Hafeman supported by M. Hofer rescind motion to approve the 10-10-19 Contract Grid as presented.

Motion by: J. Hafeman supported by M. Hofer to approve only Case Management of MI and New Beginnings Counseling from the 10-10-19 Contract Grid.

Motion carried unanimously.

- Emergency Services On Call Pay**

M. Hofer commented that pay should begin when worker starts services with individual - not from home because it is not Northpointe's responsibility where staff choose to live. Medicaid will cover this service. K. Pirlot explained that covering staff from "portal-to-portal" ensures that staff acting on Northpointe's behalf are covered by Workman's Compensation in the event there is an accident.

Motion by: M. Negro supported by R. Roberge to approve the proposed new after hours on-call pay for Emergency Service workers. New rate will be \$4.00/hr. to carry the beeper and \$45.00/hr. when called out with a \$100.00 minimum.

J. Luhtanen requested a roll call vote. Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

Motion carried unanimously.

- **Waitlist Policy**

M. Hofer commented at length on wait list and goal displacement. J. Lindow addressed questions regarding the Mental Health Code, individuals we are required to serve, how policy affects non-Medicaid individuals, and wait policy enacted October 2, 1995. Reasons for proposing wait list reviewed. Miscellaneous questions addressed.

Motion by: K. Pirlot supported by J. Hafeman to table Waitlist discussion until next Board meeting.

Motion carried unanimously.

- **Ad Hoc Policy Revisions – Standing Item - None**

NEW BUSINESS (Discussion only)

- **Finance**

- a) **Check Disbursement – September 2019**

J. Luhtanen reviewed September 2019 check disbursement. Presented invoice from Gasperini Services for lawn care in Iron River over \$7,500. This invoice was for May-September. Miscellaneous questions addressed.

Outcome: Action item at next Board meeting.

- **FY19 Plan of Correction Monitoring Report**

Outcome: Action item at next Board meeting.

- **FY19 Outcomes and PI Report**

Miscellaneous staffing questions addressed.

Outcome: Action item at next Board meeting.

- **BCBS 2020 Renewal**

Discussed 80/20 split vs. Hard Capitation health insurance renewal. Typically shows an increase, but Northpointe will see a 7.7% decrease in premiums this year.

Motion by: M. Negro supported by K. Pirlot to move the 80/20 BCBS health insurance for 2020 to an Action item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

Motion carried unanimously.

Motion by: J. Hafeman supported by M. Negro to approve the 80/20 BCBS health insurance for 2020 as presented.

Motion carried unanimously.

- **Properties (A St. and Crossroads)**

Outcome: Tabled until next Board meeting.

- **Strategic Plan/Stoplight Report and CEO Report**

J. Lindow reviewed final report of the year with members. Discussed staff engagement on community partner surveys, staffing changes, and Dr. Razdan’s upcoming visit.

Outcome: Informational.

- **Snow Removal Bids**

At the 10-10-19 Board meeting, S. Brown was awarded the snow removal contract for The Pines and Hughitt Street. Moyer Excavating was awarded Belgium Pointe and A St. J. Heath, Maintenance Manager, stated S. Brown was not willing to divide his bid. J. Heath recommended using current providers at each location.

Action: M. Negro supported by K. Pirlot rescind motion made on 10-10-19 to approve S. Brown for The Pines and Hughitt Street and Moyer Excavating for Belgium Pointe and A St.

Motion by: J. Hafeman supported by P. Phillips to move Snow Removal Bids to an Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

Motion carried unanimously.

Motion by: M. Negro supported by J. Hafeman to award snow removal contract to S. Brown for The Pines at \$35.00/push, Hughitt Street at \$25.00/push, and A St. at \$55.00/push.

Motion carried unanimously.

Motion by: J. Hafeman supported by P. Phillips to award snow removal contract to Moyer Excavating for Belgium Pointe at \$65.00/push.

Motion carried unanimously.

- **Donation of Vacation Time**

Discussed tragedy of a newly hired individual who did not have any sick or vacation time accrued. Staff were requesting the ability to donate vacation time for her use. All donations would be anonymous and payroll will only utilize what would be necessary to cover her needs. R. Roberge requested the donation of vacation time be brought back to the Board later so a policy can be created for any future requests.

Motion by: J. Hafeman supported by M. Hofer to move allowing donation of vacation time to an Action item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Roberge	X	
Martin	X		Zevitz	X	
Negro	X		Luhtanen	X	

Motion carried unanimously.

Motion by: J. Hafeman supported by P. Phillips to allow a one-time staff donation of vacation time not to exceed a maximum of 30 days.

Motion carried unanimously.

- **Endowment Fund Request**

Endowment Committee received a request from an Individual who belongs to the Kingsford High School Marching Band. The band is planning a trip to perform at Disney World. Cost of trip is \$1500. Individual can contribute \$200, has applied for a scholarship, and is participating in some fundraising activities to help offset cost. Care Manager and Psychiatrist have given a list of benefits to the committee. Committee has decided to grant the request for the remaining amount needed for the Individual to perform in the Kingsford band trip. The amount will be the difference between the \$1500 requested minus \$200 Individual contribution minus all other funding sources received.

Outcome: J. Lindow will present further information to Board before a vote at the next meeting.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

CMHAM Weekly Update – October 18, 2019

Outcome: Informational.

PUBLIC COMMENTS - None

BOARD COMMENTS - None

ADJOURN

Motion by M. Negro supported by P. Phillips to adjourn.

Motion carried unanimously.

Meeting adjourned at 5:58 p.m.

The next Regular Board meeting is scheduled for Thursday, November 7, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

November 7, 2019 – 4:30 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 4:30 p.m.; K. Stankevich, Administrative Assistant, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet*	X			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia**	X		
Roberge, Robert		X		Zevitz, Michael Dr.	X		
Pirlot, Kevin	X			Korpi, Thomas**	X		
Martin, Ann	X			Luhtanen, Joan	X		

* Video conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow, K. Stankevich

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance to the Flag was recited by all.

PUBLIC COMMENTS – None

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen requested approval or amendment of agenda. Chairperson Luhtanen requested the addition of the Endowment Fund under Action Items and the Funding Source Bucket under New Business. J. Cescolini requested Wait List be moved from Action Item to New Business.

ACTION: Moved to approve agenda as amended.

Motion by: A. Martin supported by J. Hafeman to approve agenda as amended.

Motion carried unanimously.

APPROVAL OF REGULAR BOARD MEETING MINUTES

Correction to 10-10-19 minutes under Snow Removal bids. Minutes denoted all no votes and should be all yes votes.

ACTION: Moved to approve 10-10-19 Regular Board meeting minutes.

Motion by: J. Hafeman supported by K. Pirlot to approve 10-10-19 Regular Board meeting minutes as amended.

Motion carried unanimously.

ACTION: Moved to approve the 10-24-19 Regular Board meeting minutes as presented.

Motion by: J. Hafeman supported by N. Pasternak to approve the 10-24-19 Regular Board meeting minutes as presented.

Motion carried unanimously.

PRESENTATION – None.

ACTION ITEMS

• **Finance**

a) **Check Disbursement – September 2019**

ACTION: Moved to approve the September 2019 Check Disbursement as presented.

Motion by: A. Martin supported by T. Korpi to approve the September 2019 Check Disbursement as presented.

Motion carried unanimously.

#	Name of Contract	Contract Type	Date of Contract	Old Rate	New Rate	Change
A.	ALS	CLS and PC	10/1/19-9/30/20	New	\$278.81 to \$296.66/day Depending on decisions regarding bed usage.	New

b) Contract Grid 10-10-19 (ALS)

Discussed range of rates. Respite usage needs to be determined by next week.

ACTION: Moved to approve the 10-10-19 Contract Grid for ALS at the rate of \$278.81-\$296.66/day.

Motion by: T. Korpi supported by M. Negro to approve the 10-10-19 Contract Grid for ALS at the rate of \$278.81-\$296.66/day.

Motion carried unanimously.

- **FY19 Quarterly Plan of Correction Monitoring Report**

ACTION: Moved to approve the FY19 Quarterly Plan of Correction Monitoring Report as presented.

Motion by: J. Hafeman supported by K. Pirlot to approve the FY19 Plan of Correction Monitoring Report as presented.

Motion carried unanimously.

- **FY19 Quarterly Outcomes and PI Report**

ACTION: Moved to approve the FY19 Quarterly Outcomes and PI Report as presented.

Motion by: J. Hafeman supported by K. Pirlot to approve the FY19 Outcomes and PI Report as presented.

Motion carried unanimously.

- **Ad Hoc Policy Revisions – Standing Item – None**

- **Endowment Fund**

Discussed consumer's trip and amounts already earned toward payment. J. Lindow to report final amount used after all other funding has been applied.

ACTION: Moved to approve the allotment from the Endowment Fund for the difference between \$1500.00 and any other funding sources received toward committee's request for band trip.

Motion by: J. Hafeman supported by A. Martin to approve payment for the difference between \$1500.00 and any other funding sources received toward committee's request for band trip.

Motion carried unanimously.

NEW BUSINESS (Discussion only)

- **Finance**

a) **FY19/20 MI Association of Community Mental Health Boards Membership Dues**

ACTION: Moved to make FY19/20 MI Association of CMH Boards Membership Dues to ACTION Item at present meeting.

Motion by: J. Hafeman supported by A. Martin to move FY19/20 MI Association of CMH Boards Membership dues to an ACTION Item at present meeting.

Roll Call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Negro	X	
Martin	X		Zevitz	X	
Luhtanen	X				

Motion carried unanimously.

ACTION: Moved to approve payment of the FY19/20 MI Association of Community Mental Health Boards Membership Dues.

Motion by: A. Martin supported by T. Korpi to approve payment of the FY19/20 MI Association of CMH Boards in the amount of \$10,287.00.

Motion carried unanimously.

b) GF Update

J. Cescolini reviewed monthly report with members. Miscellaneous questions addressed.

Outcome: Informational.

c) Interim Financial Statement – September 2019

J. Lindow reviewed the Interim Financial Statement – September 2019 with members. Miscellaneous questions addressed.

Outcome: Action Item at next Board meeting.

d) Funding Source Summary

J. Lindow reviewed the Funding Source Summary. J. Cescolini presented historical information, as well as present information, regarding the general fund expenditures. Miscellaneous questions addressed.

Outcome: Informational.

• **Properties – A Street and Crossroads**

J. Cescolini proposed the Board consider the sale of A Street and Crossroads buildings. Appraisal for A St. was in the amount of \$45,000 and Crossroads for \$40,000. No programming is currently being held at Crossroads and Northpointe is strictly operating as a landlord for A St. J. Lindow has requested Superior Title Company do a title search for A St. to determine if a covenant is still active on the property.

Outcome: Discussion item for Board to consider at future meeting.

• **FY20 Annual Performance Improvement Plan**

Outcome: Action item at next Board meeting.

• **FY20 Quality Assessment and Performance Plan (QAPIP)**

Outcome: Action item at next Board meeting.

• **Snow Removal Bids**

S. Brown is no longer interested in continuing his snow service to Northpointe. Discussed having Moyer Excavating and costs associated with him.

ACTION: Moved to make Snow Removal Bids an ACTION Item at present meeting.

Motion by: T. Korpi supported by J. Hafeman to move Snow Removal Bids to an Action Item at present meeting.

Roll call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Dehn	X		Pasternak	X	
Hafeman	X		Phillips	X	
Hofer	X		Korpi	X	
Pirlot	X		Negro	X	
Martin	X		Zevitz	X	
Luhtanen	X				

Motion carried unanimously.

Motion by: J. Hafeman supported by A. Martin to award the snow removal contract to Moyer Excavating for The Pines, Hughitt Street, Belgium Point, and A Street. The Pines - \$40.00/occurrence, Hughitt St. - \$20.00/occurrence, Belgium Point - \$65.00/occurrence, and A St. - \$25.00/occurrence. Haul away will be \$100.00 per truckload.

Motion carried unanimously.

- **Board By-Laws**

Chairperson Luhtanen requested an Ad Hoc committee establish an allotted timetable for Board members to speak at meetings. Robert's Rules of Order allows 10 minutes and other boards allow 2-10 minutes. A. Martin requested review of number 4 under Section 3. Duties of the Board. There is no Ad Hoc Committee Chairperson as Ad Hoc Committees are as needed.

Outcome: Until Ad Hoc returns with recommendations, Board will use Robert's Rules of Order allowing any member to speak up to 10 minutes. Ad Hoc will also review and revise number 4 under Section 3. Duties of the Board.

- **Waitlist**

Discussed the usage and impact of GF benefit packages implemented in August of 2019. Miscellaneous questions addressed. Talked about return of Ed McBroom and M. Negro will contact him to schedule.

Outcome: Discussion deferred to the November 21, 2019 meeting. M. Swift from Pathways, and M. Rooney and Dr. Kangas from NorthCare were invited to speak about waitlists and general fund. Agenda will only have Action Items and waitlist for New Items to allow enough time for discussion.

MISCELLANEOUS BOARD/COMMITTEE REPORTS

CMHAM Weekly Update – October 25, 2019

Outcome: Informational.

Northpointe Organizational Structure – Updated 11-1-19

Outcome: Informational.

PUBLIC COMMENTS - None

BOARD COMMENTS

J. Luhtanen announced the Fall GLRMH conference will be held September 13-15, 2020 at the Kewadin Casino in Sault Ste. Marie, MI.

J. Luhtanen reminded members that Dr. Razdan will be at the Special Board meeting on Monday, November 11, 2019 at 4:30 p.m. for a meet and greet.

A. Martin requested clarification when the annual CEO Evaluation would be done. Employee Engagement survey results are complete and are being reviewed by Leadership team for an action plan. First meeting in December will bring back to Board.

J. Cescolini announced S. Giguere has accepted the position of Human Resource Director.

J. Luhtanen gave congratulations to the Menominee Clubhouse team on behalf of the Board for becoming Internationally Certified.

ADJOURN

Motion by: A. Martin supported by K. Pirlot to adjourn.

Motion carried unanimously.

Meeting adjourned at 5:50 p.m.

The next Regular Board meeting is scheduled for Thursday, November 21, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Special Board Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

November 11, 2019 – 4:30 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 4:35 p.m.; K. Stankevich, Administrative Assistant, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet	X			Negro, Mari	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie	X			Phillips, Patricia		X	
Roberge, Robert	X			Zevitz, Michael Dr.	X		
Pirlot, Kevin	X			Korpi, Thomas	X		
Martin, Ann	X			Luhtanen, Joan	X		

* Video conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow, K. Stankevich

Chairperson Luhtanen requested a moment of silence for men and women who have served our Country on this Veteran's Day. J. Dehn added active duty men and women as well.

PUBLIC COMMENTS – None.

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen requested approval or amendment of agenda.

ACTION: Moved to approve agenda as presented.

Motion by: A. Martin supported by K. Pirlot to approve agenda as presented.

Motion carried unanimously.

ACTION ITEMS

- Welcome Dr. Amit Razdan, Medical Director
Chairperson Luhtanen welcomed Dr. Razdan to this Special meeting of the Board.
Outcome: Informational.

- Board Member Introduction to Dr. Razdan
Members introduced themselves and gave a brief summary of why they chose to be on the Northpointe Board of Directors.
Outcome: Informational.

Dr. Michael Zevitz arrived at 4:58 p.m.

PRESENTATION: Dr. Amit Razdan

Dr. Razdan thanked members for their recent staff support. Dr. Razdan spoke about his background and the history of the CMH system. Dr. Razdan talked about new and different programs being implemented at Northpointe and organizational changes being deployed. Discussed new and returning staff, caseloads, benefit packages, and potential benefits of a waiting list.

Chairperson Luhtanen thanked Dr. Razdan for his presentation.

PUBLIC COMMENTS – None.

BOARD COMMENTS- None.

ADJOURN

ACTION: Moved to adjourn.

Motion by: J. Hafeman supported by M. Negro to adjourn.

Motion carried unanimously.

Meeting adjourned at 5:15 p.m.

The next Regular Board meeting is scheduled for Thursday, November 21, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Special Board Meeting

MINUTES

715 Pyle Drive, Kingsford, MI 49802

November 13, 2019 – 1:00 p.m.

CALL TO ORDER/ROLL CALL

Joan Luhtanen, Chairperson, called the meeting to order at 1:00 p.m.; K. Stankevich, Administrative Assistant, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused Absent</u>	<u>Absent</u>
Dehn, Janet			X	Negro, Mari*	X		
Hafeman, Jan	X			Pasternak, Nancy	X		
Hofer, Millie*	X			Phillips, Patricia		X	
Roberge, Robert	X			Zevitz, Michael Dr.*	X		
Pirlot, Kevin	X			Korpi, Thomas		X	
Martin, Ann	X			Luhtanen, Joan	X		

* Zoom conference from alternate site

** Telephone attendance

REPRESENTING ADMINISTRATION: J. Cescolini, J. Lindow, K. Stankevich

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance to the Flag was recited by all.

PUBLIC COMMENTS – None.

APPROVAL OR AMEND AGENDA

Chairperson Luhtanen requested approval or amendment of agenda.

ACTION: Moved to approve agenda as presented.

Motion by: J. Hafeman supported by A. Martin to approve agenda as presented.

Motion carried unanimously.

ACTION ITEMS

- Resolution for sale of Lighthouse Property

ACTION: Motion to approve Resolution for sale of Lighthouse Property.

Motion by: J. Hafeman supported by A. Martin to approve the Resolution, as presented, allowing J. Cescolini, CEO, and/or J. Lindow, Director of Finance, to do all that is necessary and proper to convey and execute the sale of property located at 1336 Riverview Drive, Kingsford, MI (a.k.a. The Lighthouse) to Adult Learning Systems.

Discussed language and formatting of presented resolution. M. Negro provided a sample of a resolution she completed. Miscellaneous questions addressed.

J. Luhtanen requested a Roll Call Vote.

Roll Call conducted by K. Stankevich, Administrative Assistant.

ROLL CALL VOTE	YES	NO		YES	NO
Pasternak	X		Negro		X
Hafeman	X		Zevitz	X	
Roberge	X		Martin	X	
Pirlot	X		Luhtanen	X	

M. Hofer called several times, no response. Presumed lost phone connection. **Motion carries with 7 ayes and 1 nay.**

PUBLIC COMMENTS – None.

BOARD COMMENTS- None.

ADJOURN

ACTION: Moved to adjourn.

Motion by: A. Martin supported by K. Pirlot to adjourn.

Motion carried unanimously.

Meeting adjourned at 1:12 p.m.

The next Regular Board meeting is scheduled for Thursday, November 21, 2019 in Kingsford, Michigan at 4:30 p.m.

Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer

Kelly Stankevich, Administrative Assistant