

KENT COUNTY BOARD OF COMMISSIONERS

Thursday, July 13, 2000

Administration Building - Room 310

Meeting called to order at 8:30 a.m. by Chair Steven R. Heacock.

Present: Commissioners Boelema, Buege, Hiddema, Horton, Kooiman, Kuhn, Kuipers, Malone, Mast, Morren, Postmus, Rekeny, Sak, Smoke, Talen, Turner, Wahlfield, Chair Heacock – 18.

Absent: McGuire – 1 (Excused).

Invocation: Commissioner Kooiman gave the invocation.
The Pledge of Allegiance followed.

PUBLIC COMMENT

Mary Smith, International UAW Representative assigned to represent Local 2600 – Ms. Smith reminded Commissioners that Kent County Employees have been working without a contract since last December. A meeting has been scheduled with a mediator for labor negotiations between Local 2600 and Kent County on July 18, 2000. She stated that after the Kent County Human Resources Department sent out a list of proposals to their membership, a meeting was held with a large attendance and employees were quick to say that Kent County is not poor, that they feel understaffed, overworked and underpaid. She asked Commissioners to grant binding arbitration.

Denny Gillem, 980 – 72nd Street SE, Grand Rapids – Mr. Gillem introduced himself as a candidate for Sheriff. He also commented on an alleged incident of a Sheriff Deputy's on-duty campaigning and asked Commissioners to make sure that it does not continue.

Ray Perez, 2342 Rosewood, Grand Rapids – Mr. Perez also introduced himself as a candidate for Sheriff and commented that if the on-duty campaigning, which Mr. Gillem referred to, is happening it is unfortunate.

SPECIAL ORDER OF BUSINESS

Millennium Park Fundraising Campaign

Ambassador Peter Secchia, Chair of the Millennium Commission, gave a presentation on the Millennium Park Fundraising Campaign. Ambassador Secchia discussed the history leading up to the selection of the Millennium Park as the Millennium Commission's gift to the community. He reviewed the Millennium Park Project including the land and detailed Phases 1 through 7 of the project.

Chair Heacock thanked Ambassador Secchia for his leadership on the project and the Millennium Commission for all of their work.

CONSENT AGENDA

- a) Approval of the Minutes of June 22, 2000 Meeting
- b) June 20 and July 6, 2000 Finance Committee Meetings Minutes
(Reports of Claims and Allowances)
- c) Resolutions:

7-13-00-87 – VETERAN’S TRUST BUDGET / VETERAN’S TRUST

WHEREAS, the Veterans Trust Fund receives approximately \$15,000 per month from the Michigan Department of Military and Veterans Affairs to provide assistance for local veterans; and

WHEREAS, the 2000 Budget for this fund was prepared projecting gross revenues and expenditures at the level of \$64,000 annually; and

WHEREAS, the current budget needs to be adjusted to reflect this higher level of activity.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners amend the 2000 Budget to account for additional revenues and expenditures in the amount of \$116,000.

7-13-00-88 – STRONG FAMILIES / SAFE CHILDREN ANNUAL REPORT / BOARD OF COMMISSIONERS

WHEREAS, the Kent County Board of Commissioners established the Kent County Family and Children’s Coordinating Council (KCFCCC) in October 1994. In November 1994, the Board authorized the Council to perform certain duties associated with the Strong Families/Safe Children Funds administered by the Family Independence Agency. The KCFCCC coordinates approximately \$420,000 in Strong Families/Safe Children funding annually; and

WHEREAS, this year, as previously, the focus was placed on family support, including adoption. The KCFCCC identified additional criteria which were consistent with state Systems Reform efforts for funding consideration. Funding priorities included four areas: basic family support (Healthy Start), increasing adoption opportunities, Perspective 21 effort (child protective services), and children of color placed in foster care; and

WHEREAS, the State Family Independence Agency, which administers the funds, requires that Multi-Purpose Collaborative Bodies review and approve the annual report.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the FY99 Strong Families/Safe Children Annual Report.

7-13-00-89 – COMBINE TWO PART-TIME COORDINATOR POSITIONS INTO ONE FULL TIME POSITION / COMMUNITY CORRECTIONS

WHEREAS, on January 27, 1998, the Legislative and Human Resources Committee approved converting the full-time Community Corrections Coordinator position into two part-time positions. The request to split the position was made to address the County’s need to retain a well qualified, experienced incumbent in a distinct, somewhat narrowly

defined function; and

WHEREAS, both Community Corrections Coordinators recently notified the County of their intent to resign their positions, effective in October; and

WHEREAS, it is highly unlikely that the County will be able to find two individuals with sufficient experience to be able to compensate for the added time and difficulty associated with recruiting and training two new employees at the same time. Also, since both positions are vacating at the same time, most of the rationale and benefits (retention of qualified staff, transfer of skills and minimized loss of productivity during the initial training time) on which the County based its decision to convert the position no longer exist; and

WHEREAS, since the position is grant-funded, this change will have no impact on the General Fund allocation.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners combine the two part-time Community Corrections Coordinator positions into one full-time position.

Motion by Commissioner Kooiman, supported by Commissioner Sak, that the Consent Agenda be approved as presented.

Motion carried:

Yeas: Buege, Malone, Horton, Rekeny, Morren, Hiddema, Boelema, Wahlfield, Postmus, Smoke, Mast, Kuhn, Sak, Kooiman, Turner, Talen, Kuipers, Chair Heacock – 18.

Nays: 0.

RESOLUTIONS

7-13-00-90 – SUBSTANCE ABUSE ADVANCE MEMORANDUM OF UNDERSTANDING AND BUDGET TRANSFER / COMMUNITY MENTAL HEALTH

WHEREAS, from 1973 to September 30, 1999, the Kent County Health Department served as the fiduciary for the MINK Substance Abuse Coordinating Agency. When the Coordinating Agency was first created, the State advanced to it funds for substance abuse programming, which it in turn advanced to local agencies who were contracted to provide the programming. The advance was designated as a County liability in the Health Fund; and

WHEREAS, on September 9, 1999, the County approved the transfer of the MINK Coordinating Agency from the Health Department to Community Mental Health. To effect the shift of responsibility from the Health Department to CMH, the substance abuse accounting must be transferred from the Health Fund to the CMH Fund. According to generally accepted accounting principles and practices, the agencies should be required to pay back the advance to the Health Fund; and

WHEREAS, Kent County has had a long and beneficial relationship with these agencies, which continue to provide substance abuse programming for CMH and continue to expend the advance on the provision of substance abuse services. Also, a considerable amount of time has passed since the advances were made; and

WHEREAS, in light of the above, the County has proposed to transfer the funds to cover the advances from the undesignated General Fund balance to the Health Fund, and to transfer the same amount to the CMH Fund. Under the terms of the Memorandums of

Understanding, if the agencies ever cease to provide substance abuse services for CMH, they will repay the advance to CMH, and CMH will pay to the County any repayment it receives from the agencies; and

WHEREAS, parties to the memorandums and the amounts of the advances are as follows: AOS of Arbor Circle: \$106,000; Pathfinder Resources: \$16,600; Our Hope: \$10,038; Project Rehab: \$133,046; Salvation Army: \$60,000; and Gerontology Network: \$17,572.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approve the memorandums of understanding regarding the use of General Fund dollars to allow for continuance of the advances made by the Montcalm, Ionia, Newaygo and Kent (MINK) Substance Abuse Coordinating Agency to local substance abuse providers; and

BE IT FURTHER RESOLVED that the Board also approves the transfer of funds required by the memorandums from the undesignated General Fund balance to the Health Fund, and from the Health Fund to the CMH Fund.

Motion by Commissioner Buege, supported by Commissioner Mast, that the resolution be adopted.

Motion carried:

Yeas: Buege, Malone, Horton, Rekeny, Morren, Hiddema, Boelema, Wahlfield, Postmus, Smoke, Mast, Kuhn, Sak, Kooiman, Turner, Talen, Kuipers, Chair Heacock – 18.

Nays: 0.

7-13-00-91 – CIRCUIT COURT ORGANIZATIONAL CHANGES / CIRCUIT COURT

WHEREAS, the mandated merger of the former Circuit and Family Courts and the physical consolidation of the current Trial and Family Divisions of the 17th Circuit Court in the new Kent County Courthouse require reorganization of the Court; and

WHEREAS, the Chief Judge and the Court Administrators have proposed reorganization of the Court along functional lines to eliminate duplication of effort and serve the people of Kent County more efficiently; and

WHEREAS, the Court Administrator for Services will direct offender services for both adults and juveniles and the Court Administrator for Management will direct management and business operations for both divisions, as well as for the Office of the Friend of the Court; and

WHEREAS, reorganization along functional lines will increase consistency in the administration of offender services and permit sharing of knowledge and such technology as electronic monitoring; and

WHEREAS, reorganization will also permit increased fiscal control and accountability; and

WHEREAS, reorganization requires the creation of a Circuit Court Finance Manager to manage all daily financial operations, ensure proper accounting for all transactions, and ensure timely and accurate collection and disbursement of monies collected; and

WHEREAS, the Circuit Court Deputy Administrator will assume management responsibilities across both divisions of the Court; and

WHEREAS, the vacant Family Court Deputy Administrator position is no longer required to assist in management of the Court and will be converted to a JPO Supervisor to provide additional services for juvenile offenders; and

WHEREAS, the FOC and Assistant FOC positions will be reclassified to

lower pay grades to reflect the reduced autonomy of the Office of the Friend of the Court; and

WHEREAS, there will be a net reduction in annual salary costs of \$7,215 and in salary costs for the remainder of FY 2000 of \$3,607.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves (1) creation of the classification of Circuit Court Finance Manager (MPP Grade 27) and conversion of one Financial Supervisor position (MPP Grade 24) to Circuit Court Finance Manager; (2) reclassification of the Circuit Court Deputy Administrator position from MPP 27 to MPP 28; (3) conversion of the vacant Family Court Deputy Administrator position (MPP28) to a Juvenile Probation Officer Supervisor (MPP 26) and deletion the Family Court Deputy Administrator classification; (4) reclassification of the Friend of the Court from MPP Grade 32 to MPP Grade 30; and (5) reclassification of the Assistant Friend of the Court position from MPP Grade 30 to MPP Grade 28.

Motion by Commissioner Smoke, supported by Commissioner Kuhn, that the resolution be adopted.

Motion carried by voice vote.

7-13-00-92 – HUMAN RESOURCES POLICY – EMPLOYEE POLICIES AND PROCEDURES MANUAL POLICY / HUMAN RESOURCES

WHEREAS, the Employee Policy and Procedures Manual has been rewritten to include legal and functional changes that have occurred since the previous manual was adopted; and

WHEREAS, the draft policies have been reviewed by both user departments and Legal Counsel; and

WHEREAS, if approved by the Board of Commissioners, the policies will be effective October 1, 2000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners adopts the Human Resources Policy - Employee Policies and Procedures Manual Policy.

Motion by Commissioner Rekeny, supported by Commissioner Postmus, that the resolution be adopted.

Motion carried by voice vote.

7-13-00-93 – APPROVAL OF DAM REPAIRS AT GRASS LAKE (a.k.a. LAKE BELLA VISTA) AND THE SPECIAL ASSESSMENT ROLL FOR COSTS EXCEEDING AVAILABLE FUNDS / DRAIN COMMISSION

WHEREAS, the County Drain Commissioner has the delegated authority in Kent County to maintain lakes in the County at normal levels; and

WHEREAS, if the cost for such maintenance in a given year for a particular structure exceeds \$10,000, the Board of Commissioners must approve the expenditure; and

WHEREAS, the Grass Lake (a.k.a. Lake Bella Vista) control structure needs repairs in the amount of \$157,750 (including engineering, inspection, and contingencies); and

WHEREAS, six contractors were asked to bid on the project and only one bid was submitted, that bid being submitted by Dykema Excavators, Inc.; and

WHEREAS, the Lake Bella Vista Improvement Association Board of Directors has approved the Drain Commissioner's recommendation to accept Dykema's bid; and

WHEREAS, a public hearing on the special assessment roll was held on July 3, 2000 as required by law; and

WHEREAS, there is a current fund balance in the Grass Lake Account of \$17,000 which can be applied to the project; and

WHEREAS, the special assessment role to apportion the costs exceeding available funds to the Grass Lake special assessment district must be approved by the Board of Commissioners prior to assessment.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners approves the repairs to the Grass Lake Level Control Structure, being Dam ID No. 00453, in the amount of \$157,750.00; and

BE IT FURTHER RESOLVED that the Kent County Board of Commissioners approves the special assessment role (a copy of which is on file in the Clerk's Office), and apportionment of the cost to the benefited property owners to be assessed over three years beginning in year 2000.

Motion by Commissioner Mast, supported by Commissioner Wahlfield, that the resolution be adopted.

Motion carried:

Yeas: Buege, Malone, Horton, Rekeny, Morren, Hiddema, Boelema, Wahlfield, Postmus, Smoke, Mast, Kuhn, Sak, Kooiman, Turner, Talen, Kuipers, Chair Heacock – 18.

Nays: 0.

7-13-00-94 – APPROVAL OF CONTRACT FOR JUDICIAL MANAGEMENT INFORMATION SYSTEM / INFORMATION TECHNOLOGY

WHEREAS, during the 1980s, Kent County implemented its current judicial management information systems at the various Courts and the Correctional Facility; and

WHEREAS, these existing systems have outlived their functionality; and several components of the Justice functional area are still not interconnected; and

WHEREAS, many of the departments and functions that are using the present CJIS system have been awaiting enhanced functionality for some period of time; and

WHEREAS, as the result of an extensive RFQ and RFP process, a staff review group recommended that negotiations be initiated with Crawford Consulting Group; and

WHEREAS, a proposed contract and final pricing has been negotiated for acquisition of the Courtview 2000 software, licenses, modules, customizations, interfaces and training from Crawford Consulting Group (CGI/MAXIMUS); and

WHEREAS, a total project cost of \$4,850,000 would be spread over a 32 month period and funded by existing CIP accounts totaling \$4,476,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the contract with Crawford Consulting Group (CGI/MAXIMUS) and authorizes the County Chair or Vice-Chair in his absence to sign the agreement.

Motion by Commissioner Wahlfield, supported by Commissioner Kuhn, that the resolution be adopted.

Motion carried:

Yeas: Buege, Malone, Horton, Rekeny, Morren, Hiddema, Boelema, Wahlfield, Postmus, Smoke, Mast, Kuhn, Sak, Kooiman, Turner, Talen, Kuipers, Chair Heacock – 18.

Nays: 0.

REPORTS

Prevention Committee

Commissioner Smoke reported that they are continuing their investigation on what services the County currently provides and where the needs are. They will be meeting this morning.

Insight Committee

Commissioner Turner stated that they met with Tom Carnegie, the Equal Employment Opportunity Officer. Some urgent areas that need to be looked at have been established and Mr. Carnegie will follow-up with them and attend their next meeting.

Accountability Committee

Commissioner Kuhn stated that they have met several times. The first phase of the process is focusing on the five department heads that report directly to the Board of Commission. They will be meeting with those department heads next week to talk with them and find out what they would like to see in terms of a better process so that they have a better feel of what is expected of them.

Urban Sprawl Committee

Commissioner Postmus reported that they have finalized their mission statement and have started an information-gathering program. They will be bringing in different areas of expertise to attach to their mission statement and will meet twice a month.

CLOSED SESSION

Motion by Commissioner Morren, supported by Commissioner Sak, to go into closed session in accordance with MCLA Section 15.268 to develop a strategic course of action relative to the County's negotiations of the UAW Collective Bargaining Agreement.

Motion carried:

Yeas: Buege, Malone, Horton, Rekeny, Morren, Hiddema, Boelema, Wahlfield, Postmus, Smoke, Mast, Kuhn, Sak, Kooiman, Turner, Talen, Kuipers, Chair Heacock – 18.

Nays: 0.

Motion by Commissioner Hiddema, supported by Commissioner Kuhn, to go back into open session.

Motion carried:

Yeas: Buege, Malone, Horton, Rekeny, Morren, Hiddema, Boelema, Wahlfield, Postmus, Smoke, Mast, Kuhn, Sak, Kooiman, Turner, Talen, Kuipers, Chair Heacock – 18.

Nays: 0.

MISCELLANEOUS

Political Activity and Employees

Chair Heacock announced that Administrator Delabbio has sent a letter to Department Directors reminding individuals politics are not to be done during business or on county hours.

Convention Center Authority

Chair Heacock stated that one of the issues the Convention Center Authority will have coming up is the booking policy. He wanted to let Commissioners know that the public shows at the convention center will continue.

Historical Commission

Commissioner Malone stated that the Historical Commission will be meeting this morning relative to the new courthouse. He welcomed all Commissioners to come to the meeting, as there will be a showing for the proposed tower for the clock.

Courthouse Signature Beam

Chair Heacock announced that the courthouse signature beam will be formally raised during a ceremony this morning and invited everyone to attend.

Prevention Committee

Commissioner Smoke announced that the Prevention Committee will be meeting immediately following the courthouse beam raising ceremony.

ADIJOURNMENT

At 10:20 a.m., Commissioner Kooiman moved to adjourn, subject to the call of the Chair, and to Thursday, July 27, 2000 at 8:30 a.m. for an Official Meeting. Seconded by Commissioner Kuhn. Motion carried.

Chair

County Clerk