

**WAYS AND MEANS PERSONNEL/HUMAN SERVICES
COMMITTEE OF THE WHOLE
AGENDA**

TUESDAY, MAY 7, 2024

4:00 PM

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CHANGES TO AGENDA**
- V. APPROVAL OF AGENDA**
- 31-33 **VI. MINUTES (4/2/24)**
- VII. PUBLIC INPUT**
- VIII. PETITIONS AND COMMUNICATIONS**
 - A. (4:00 P.M.) Presentation: Katie Ball, Prevention Specialist Lead, McLaren Prevention Services RE: Opioid Misuse Prevention (Receive)**
 - B. Bay County Sheriff**
 - 1-2 **1. Homeland Security Grant FTY 2025 – Operation Stonegarden Grant (OPSG) (Seeking Board authorization to apply for and accept grant award; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)**
 - 3-4 **2. Pinconning Area School Resource Officer Agreement FTY 2024-2025 (Seeking Board approval of Agreements for Pinconning Area Schools (Linwood Elementary School); authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)**

- 5-6 3. Bay City Public School Resource Officer Agreement FTY 2024-2025 (Seeking Board approval of Agreement; authorization for Board Chair to sign; approval or required budget adjustments – proposed resolution attached)
- 7-8 4. Bangor Township and Bangor School Resource Officer Agreement FTY 2024-2025 (Seeking Board approval of Agreements; authorization for Board Chair to sign; approval or required budget adjustments – proposed resolution attached)
- 9-10 5. Byrne Community Project Funding FTY 2024 (Seeking Board authorization to apply for and accept grant award; authorization for Board Chair to sign required documents; approval of required budget adjustments – proposed resolution attached)
- 11-12 C. Bay County Prosecutor - Crime Victim Rights Grant Agreement for 2024-2025 (Seeking Board approval of grant renewal; authorization for Board Chair to sign application and grant award documents; approval of required budget adjustments – proposed resolution attached)
- 13-14 D. Court Administrator - Grant Applications Supporting Treatment Court Services (Seeking Board authorization to make application for various grants that support Treatment Court services; authorization for Board Chair to sign and/or submit grant applications; approval of required budget adjustments - proposed resolution attached)
- 15-17 E. Probate Court – New Position - Juvenile Court Assessments Coordinator (PU06) (Seeking Board approval of new position effective October 1, 2024; authorization to post/fill said position; approval of required budget adjustments – proposed resolution attached)
- 18-19 F. 9-1-1 Central Dispatch - IPAWS MOU Renewal for 2024-2027 (Seeking Board approval of IPAWS Memorandum of Understanding (MOU); authorization for Board Chair to signed required documents for MOU; approval of required budget adjustments – proposed resolution attached)
- 20-22 G. Director, Department on Aging – Letter of Intent to Region VII, AAA (Seeking Board authorization to submit Letter of Intent for second year of multi-contract, FY2025 funding; authorization for Board Chair to sign all required documents; approval of required budget adjustments – proposed resolution attached)
- 23-24 H. Animal Services - Temporary Part-Time Kennel Attendant Position – June 1 – August 17, 2024 (Seeking Board authorization to hire temporary part-time Kennel Attendant (25 hours per week) without benefits at an entry rate of \$13.42/hr (TS04) from June 1, 2024, through August 17, 2024; Funding to come from Bay County Animal Services and Adoption Center Millage; approval of required budget adjustments – proposed resolution attached)

I. Personnel Director

25-27

- 1. Juvenile Home: Full-Time Juvenile Home Youth Development Worker Position Hired at 2-Year Rate (Seeking Board approval to hire qualified candidate at 2-year rate of 22.84 per hour; approval of required budget adjustments – proposed resolution attached)**

J. Finance

28

- 1. Analysis of General Fund Equity 2024 (Receive)**

29

- 2. Update Regarding Executive Directive #2007-11 (Receive)**

30

K. Payables – General (Proposed resolution attached)

IX. REFERRALS

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

XII. CLOSED SESSION (WHEN REQUIRED)

XIII. MISCELLANEOUS

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

If any participants plan to be present via Zoom, please contact Nick Paige prior to the meeting (paigen@baycounty.net).

Join Zoom Meeting

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,*547697# US (Chicago)

+19292056099,,81694266170#,,,,*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator

Corporation Counsel

515 Center Avenue

Fourth Floor, Bay County Building

Bay City, MI 48708

989-895-4131



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

DATE: April 23, 2024

TO: Tim Banaszak, Chairman
Committee Of The Whole

FROM: Sheriff Troy R. Cunningham *TRC*

REF: Request for the Ways and Means Committee Board's approval
To Apply and Accept the Homeland Security Grant FTY-2025
OPERATION STONEGARDEN GRANT (OPSG)

Background:

The Bay County Sheriff's Office request is to re-apply and accept for the 2025 Operation Stonegarden Grant (OPSG). As a department of the Homeland Security (DHS)/ Federal Emergency Management Agency's (FEMA) grant programs to facilitate law enforcement partnership and enhance border enforcement capabilities through cooperation with CBP/Border Patrol to collaboratively address boarder security issues.

Finance/Economics:

There are no match funds required.

Recommendations:

I am requesting the committee's authorization(s) to re-apply and accept, for the FY-2025 OPSG Grant and implement approved funding. Also, seeking the Board and Finance upon approval(s) to make necessary any required budget adjustments for our participation during the grant year.

CC: Undersheriff Christopher D. Mausolf
Lindsey Arsenault, BOC
Shawna Walraven, Finance Director
Kim Priessnitz, Budget Supervisor
Travis Schumann, Grant /Finance
File Copy

Ls/W&M.HomelandSecurityGrantOPSG-ApplyFTY2025

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Bay County Sheriff wishes to apply for the Operation Stonegarden Grant (OPSG) for FY2025; and

WHEREAS, Department of the Homeland Security (DHS)/ Federal Emergency Management Agency's (FEMA) grant programs are available to facilitate law enforcement partnership and enhance border enforcement capabilities through cooperation with CBP/Border Patrol to collaboratively address border security issues; and

WHEREAS, There are no match funds required; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the submittal of the application for the 2024 Operation Stonegarden Grant (OPSG) for FY2025 and approves acceptance of the awarded grant funding; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute grant application and grant award documents on behalf of Bay County (Sheriff) following review and approval by the Finance Department and Corporation Counsel; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work simultaneously with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR AND COMMITTEE

Sheriff – FY2025 Operation Stonegarden Grant

MOVED BY COMM. _____
SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN- _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

DATE: April 18, 2024

TO: Tim Banaszak, Chairman
Committee Of The Whole

FROM: Sheriff Troy R. Cunningham *TRC*

RE: The Pinconning Area School Resource Officer between the Pinconning Area Schools (Linwood Elementary School) FTY 2024-2025

BACKGROUND:

The Bay County Sheriff's Office is requesting to continue the contract agreement for a School Resource Officer between the Pinconning Area Schools (Linwood Elementary School); the services agreement will be from the beginning of the school year (2024) to the end of the school year (2025).

ECONOMICS:

The School District agrees to pay the County (amount to be determined) payment for continuance of services budgeted.

RECOMMENDATION:

It is recommended that the Board approve entering into the agreement after the review of Finance and Corporation Counsel, and approve and make any and all necessary budget adjustments.

CC: Amber Davis-Johnson, Attorney - Corporation Counsel
Heather Brady-Pitcher, Attorney - Corporation Counsel
Christopher D. Mausolf, Undersheriff
Shawna Walraven, Finance Director
Kim Priessnitz, Assistant Finance Officer
Lindsey Arsenault, BOC

ls/COTW School Resource Officer LinwElem-Pincon Agree24-25

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Bay County Sheriff's Office is requesting renewal of the Pinconning Schools (Linwood Elementary School) Resource Officer Agreement, said agreement covering the beginning of the school year (2024) to the end of the school year (2025); and

WHEREAS, The School District agrees to pay Bay County (amount to be determined) payment for the continuance of services budgeted; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Pinconning Schools (Linwood Elementary School) Resource Officer Agreement for the school year (2024) to the end of the school year (2025) and authorizes the Chairman of the Board to execute said Agreement(s) and related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved

TIM BANASZAK, CHAIR
AND COMMITTEE

Sheriff - Pinconning Area Schools (Linwood Elementary School) Resource Officer Agreement - 2024-2025

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

DATE: April 18, 2024

TO: Tim Banaszak, Chairman
Committee Of The Whole

FROM: Sheriff Troy R. Cunningham *TRC*

RE: Bay City Public School Contract FTY 2024-2025

BACKGROUND:

The Bay County Sheriff's Office is requesting to continue the contract, renewal for the Bay City Public School Resource Officer Agreement. The service agreement will be from the beginning of the school year (2024) to the end of the school year (2025)

ECONOMICS:

This service will be budgeted as a continuance of services budgeted as in years past.

RECOMMENDATION:

It is recommended that the Board approve entering into the agreement after the review of Finance and Corporation Counsel, and approve and make any and all necessary budget adjustments.

CC: Amber Davis-Johnson, Attorney - Corporation Counsel
Heather Brady-Pitcher, Attorney - Corporation Counsel
Christopher D. Mausolf, Undersheriff
Shawna Walraven, Finance Director
Kim Priessnitz, Assistant Finance Officer
Lindsey Arsenault, BOC

Is/COTW School Resource Officer Auburn Agree24-25

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Bay County Sheriff's Office is requesting renewal of the Bay City Public School Resource Officer Agreement, said agreement covering the beginning of the school year (2024) to the end of the school year (2025); and

WHEREAS, This service will be budgeted as a continuance of services budgeted as in years past; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Bay City Public School Resource Officer Agreement for the school year (2024) to the end of the school year (2025) and authorizes the Chairman of the Board to execute said Agreement(s) and related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Sheriff - Bay City Public School Resource Officer Agreement - 2024-2025

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

DATE: April 18, 2024

TO: Tim Banaszak, Chairman
Committee Of The Whole

FROM: Sheriff Troy R. Cunningham *TRC*

RE: Bangor Township and Bangor School Resource Officer Contract
FTY 2024-2025

BACKGROUND:

The Bay County Sheriff's Office is requesting to continue the contract renewal for the Bangor Township and Bangor School Resource Officer Agreement. The services agreement will be from the beginning of the school year (2024) to the end of the school year (2025).

ECONOMICS:

This service will be budgeted as a continuance of services budgeted as in years past.

RECOMMENDATION: It is recommended that the Board approve entering into the agreement after the review of Finance and Corporation Counsel, and approve and make any and all necessary budget adjustments.

CC: Amber Davis-Johnson, Attorney - Corporation Counsel
Heather Brady-Pitcher, Attorney - Corporation Counsel
Christopher D. Mausolf, Undersheriff
Shawna Walraven, Finance Director
Kim Priessnitz, Assistant Finance Officer
Lindsey Arsenault, BOC

Is/COTW School Resource Officer& Bangor Twp Agree24-25

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Bay County Sheriff's Office is requesting renewal of the Bangor Township and Bangor School Resource Officer Agreement, said agreement covering the beginning of the school year (2024) to the end of the school year (2025); and

WHEREAS, This service will be budgeted as a continuance of services budgeted as in years past; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Bangor Township and Bangor School Resource Officer Agreement(s) for the school year (2024) to the end of the school year (2025) and authorizes the Chairman of the Board to execute said Agreement(s) and related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Sheriff - Bangor Township and Bangor School Resource Officer Agreement – 2024-2025

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN- ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

DATE: March 26, 2024

TO: Tim Banaszak, Chairman
Committee Of The Whole

FROM: Sheriff Troy R. Cunningham *TRC*

REF: Request for the Ways and Means Committee Board's approval to Apply and Accept the Byrne Community Project Funding FTY-2024

Request:

The Bay County Sheriff's Office is requesting to apply and accept the Byrne Community Project Funding FTY-2024. Our specific intent is to purchase equipment needed for the Sheriff's Office.

Background:

In partnership with Congressman Kildee, the Michigan State Police, Grants and Community Services Division, submitted a request under the U.S. Department of Justice fiscal year 2024, "Byrne Community Project Funding" for the Mid-Michigan Law Enforcement Modernization Plan. The Bay County Sheriff's Office has an opportunity to be awarded up to \$500,000.00.

Finance/Economics:

No matching fund required.

Recommendations:

I am requesting the committee's authorization(s) to apply and accept, for the FY-2024 Byrne Community Project Funding and implement approved funding. Also, seeking the Board and Finance upon approval(s) to make necessary any required budget adjustments for our participation during the grant year.

CC: Undersheriff Christopher D. Mausolf
Lindsey Arsenault, BOC
Shawna Walraven, Finance Director
Kim Priessnitz, Budget Supervisor
Travis Schumann, Grant /Finance
File Copy

Ls/COTW.CommunityProjectFunding-Apply&Accept.FTY2024

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)
WHEREAS, The Bay County Sheriff wishes to apply for the Byrne Community Project Funding FTY 2024 with specific intent to purchase equipment needed for the Sheriff's Office; and
WHEREAS, In partnership with Congressman Kildee, the Michigan State Police, Grants and Community Services Division, submitted a request under the U.S. Department of Justice fiscal year 2024, "Byrne Community Project Funding" for the Mid-Michigan Law Enforcement Modernization Plan; and
WHEREAS, The Bay County Sheriff's Office has an opportunity to be awarded up to \$500,000.00; and
WHEREAS, There are no match funds required; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners authorizes the submittal of the application for the Byrne Community Project Funding FTY 2024 and approves acceptance of the awarded grant funding; Be It Further
RESOLVED That the Chairman of the Board is authorized to execute grant application and grant award documents on behalf of Bay County (Sheriff) following review and approval by the Finance Department and Corporation Counsel; Be It Further
RESOLVED That the grant applicant/recipient departments are required to work simultaneously with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally
RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
 AND COMMITTEE

Sheriff – Byrne Community Project Funding FTY 2024

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY PROSECUTING ATTORNEY

NANCY E. BORUSHKO

To: Tim Banzak
Ways & Means Committee Chair
Bay County Board of Commissioners

From: Nancy E. Borushko, Prosecuting Attorney *NEB*

Date: April 30, 2024

Subject: Request to Renew Crime Victim Rights Grant Agreement

Request: To be placed on the agenda for the Ways & Means Committee meeting to be held on May 7, 2024, for approval to renew the Crime Victim Rights Grant Agreement for the 2024-2025 grant year.

Background: This is a grant our office began receiving in 1985 to fund one full-time advocate, then expanding to two full-time advocates in 1994. The monies come from defendants who have been convicted of a crime in the State of Michigan.

The grant covers salaries, wages and most of the fringes.

The amount of the agreement for the current grant cycle is approximately \$185,995.

Recommendation: Requesting the committee refer to the full board for approval: this would include authorization for the Board Chair to sign any required documents after review by Corporation Counsel and the Financial Officer.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (5/7/2024)
- WHEREAS,** The Bay County Prosecutor’s Office has been the recipient of a Crime Victim Rights Grant since 1985; and
- WHEREAS,** The original grant provided funding for a full time Crime Victim Advocate and, in 1994, that funding was increased to provide for two full time Crime Victim Advocates with the funds coming from defendants who have been convicted of a crime in the State of Michigan; and
- WHEREAS,** The anticipated FY2024-2025 grant funding is \$185,995 which will cover salaries, wages and most fringes for the two full time employees; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves renewal of the 2024-2025 Crime Victim Rights Grant; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents and related documents as well as the approved funding agreements and related documents on behalf of Bay County following Finance and Corporation Counsel review and approval; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by Bay County; Be It Finally
- RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Prosecutor - 2024-2025 Crime Victim Rights Grant

MOVED BY COMM. _____
SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
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| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:
ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___
VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



BAY COUNTY COURTS
18th Circuit 74th District 9th Probate
1230 Washington Avenue • Bay City, Michigan 48708

KIM B. MEAD
Court Administrator
Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

April 16, 2024

Mr. Tim Banaszak, Chair
Committee of the Whole
Bay county Commissioners
515 Center Avenue
Bay City, Michigan 48708

Commissioner Banaszak;

Grant applications for the grant cycle starting October 1, 2024 supporting Treatment court services in Circuit, District and Probate/Juvenile have been released with a due date of May, 31 2024. Existing grant funded programs in the courts are Swift and Sure Probation, Adult Drug, Adult Sobriety, Juvenile Drug and Family Dependency Drug Treatment Courts.

Grants come from a variety of sources such as the Federal Byrne Grant, Bureau of Justice Assistance, Office of Highway and Safety, SAMHSA and the State Court Administrator's Office. The timeline between actual release of the applications and required submission date does not coincide with the Board calendar, I ask your consideration for recommendation to the Board of Commissioners allowing submission of these applications, and furthermore, authorize the Board Chair to sign the applications once they are completed. Signature of the application only supports the request; it does not commit the County at this step. A formal request for funding will be submitted during the County's budget process and any awards will be presented for authorization upon receipt of notice.

The courts have been a successful recipient of grants for many years. The continued operation of our Treatment Courts requires grant monies as it makes up the majority of the funding.

Sincerely,

Kim Brian Mead
Administrator

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, Grant applications supporting Treatment Court services in Circuit, District and Probate/Juvenile Courts for the grant cycle starting October 1, 2024 will be released soon; and

WHEREAS, The existing grant funded programs are Swift and Sure, Adult Drug, Adult Sobriety, Juvenile Drug and Family Dependency Drug Treatment Courts; and

WHEREAS, These grants come from a variety of sources such as the Federal Byrne Grant, Bureau of Justice Assistance, Office of Highway and Safety, SAMHSA and the State Court Administrator's Office and, because the timeline between actual release of the application and required submission dates do not coincide with the Board calendar, the Court Administrator requests consideration for recommendation to the Board of Commissioners to allow submission of these applications, and furthermore, to authorize the Board Chair to sign the applications once they are completed; and

WHEREAS, Signature of the application only supports the request; it does not commit the County and a formal request for funding will be submitted during the County's budget process and any awards will be presented for authorization upon receipt of notice; and

WHEREAS, The Courts have been a successful recipient of grants for the past several years. In order to continue operation of our Treatment Courts, grant dollars from these sources are very important as they make up the majority of the funding; Therefore, Be It

RESOLVED That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents on behalf of Bay County (Courts) following Finance and Corporation Counsel review and approval; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work simultaneously with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Courts-Treatment Court Grants - 2024

MOVED BY COMM. _____
SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
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| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:
 ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___
 VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN- ___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY PROBATE COURT
EIGHTEENTH JUDICIAL CIRCUIT COURT - FAMILY DIVISION**

1230 Washington Ave., Suite 715
Bay City, Michigan 48708-5737

JAN A. MINER
Judge of Probate & Juvenile Court

Estates Division (989) 895-4205
Juvenile Division (989) 895-4206
FAX (989) 895-4194
TDD (989) 895-2059

April 24, 2024

Committee of the Whole
515 Center Avenue
Bay City, Michigan 48708

Dear Committee,

With new legislation going into effect in October, we are anticipating a great strain on our resources and ability to properly implement the new requirements that have been imposed upon all juvenile courts across Michigan. Our probation staff has been spread very thin to service new and existing juvenile cases which have varying levels of risk and mental health issues; especially those who are within the seventeen-to-eighteen-year age range.

Beginning October 1, 2024, juvenile courts will be required to administer several assessments to determine things like level of risk, level of recidivism, necessity for placement both in detention and institutional and behavioral health assessments. These assessments are all required at the court level to provide the appropriate court and community resources to our juvenile population.

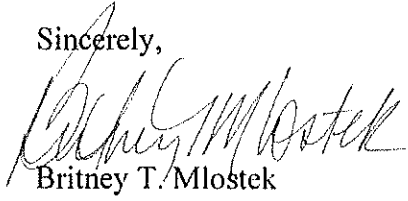
This change in law creates the need for a new team member who will be responsible for working through all the required assessments and facilitation of placement in court and community-based programs. As a childcare funded position, this change will have minimal impact on the county for two reasons:

1. This position is 75% reimbursable by the State of Michigan starting October 1, 2024.
2. With the 75% increase for all CCF funded employees, there will be a surplus of already budgeted funds that will cover this position without the need to increase our county budget.
3. This position was already built into our state budget as a PU06, in anticipation of this change coming with the new laws commencing October 1, 2024.

The Court requests that the Committee of the Whole review and recommend to the Board of Commissioners that effective October 1, 2024, the Juvenile Court Assessments Coordinator

position be created. Furthermore, that the Board of Commissioner's Chair be authorized to sign any necessary budget adjustments required to complete this modification.

Sincerely,

A handwritten signature in black ink, appearing to read "Britney T. Mlostek". The signature is written in a cursive style with a large initial "B".

Britney T. Mlostek

Deputy Court Administrator

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, With new legislation going into effect in October, Probate Court is anticipating a great strain on its resources and ability to properly implement the new requirements that have been imposed upon all juvenile courts across Michigan; and

WHEREAS, Probation staff has been spread very thin to service new and existing juvenile cases which have varying levels of risk and mental health issues; especially those who are within the seventeen-to-eighteen-year age range; and

WHEREAS, Beginning October 1, 2024, juvenile courts will be required to administer several assessments to determine things like level of risk, level of recidivism, necessity for placement both in detention and institutional and behavioral health assessments. These assessments are all required at the court level to provide the appropriate court and community resources to Bay County’s juvenile population; and

WHEREAS, This change in law creates the need for a new team member who will be responsible for working through all the required assessments and facilitation of placement in court and community-based programs; and

WHEREAS, As a childcare funded position, this change will have minimal impact on the county for three reasons:

1. This position is 75% reimbursable by the State of Michigan starting October 1, 2024.
2. With the 75% increase for all CCF funded employees, there will be a surplus of already budgeted funds that will cover this position without the need to increase the county budget.
3. This position was already built into our state budget as a PU06, in anticipation of this change coming with the new laws commencing October 1, 2024; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a full time Juvenile Court Assessments Coordinator Position (PU06) (\$25.00/hr entry progressing to \$29.27/hr after 3 years) effective October 1, 2024, and authorizes posting/filling said position; Be It Further

RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by Bay County; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Probate Court – New Position - Juvenile Court Assessments Coordinator Position (PU06)

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



BAY COUNTY

(989) 895-4051 • FAX (989) 892-3744

911 Central Dispatch

1228 Washington Ave., Bay City MI 48708

Ryan Gale
Director

Brent Rubis
Assistant Director

Ryan Manz
Emergency Management Coordinator

James A. Barcia
Bay County Executive

To: Tim Banaszak, Chair, Committee of the Whole

From: Ryan Gale, 911 Central Dispatch Director

Date: April 24, 2024

Subject: FEMA Integrated Public Alert and Warning System (IPAWS) Memorandum of Agreement Renewal

Request: Approval and signature by the Board Chair of the Integrated Public Alert and Warning System (IPAWS) Memorandum of Agreement Renewal.

Background: The Integrated Public Alert & Warning System (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts, to radio and television via the Emergency Alert System, and on the National Oceanic and Atmospheric Administration's Weather Radio.

IPAWS allows alerting authorities to write their own message using commercially available software that is Common Alerting Protocol (CAP) compliant. The message is then delivered to the Integrated Public Alert and Warning System, Open Platform for Emergency Networks (IPAWS OPEN), where it is authenticated and then delivered simultaneously through multiple communication pathways. Through IPAWS, one message is created to reach as many people as possible to save lives and protect property.

Bay County currently utilizes Rave Alert to power Bay Alerts, our emergency mass-notification system. Rave Alerts is CAP compliant and a FEMA approved platform to deliver IPAWS alerts.

Finance/Economics: This MOA would allow Bay County to continue to utilize a current software platform to deliver IPAWS alerts at no additional cost to the county.

Recommendation: Upon favorable review by Corporation Counsel, the Department recommends approval and signature of this agreement by the Board Chair, as well as approval of all budget adjustments related to this agreement.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Integrated Public Alert & Warning System (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts, to radio and television via the Emergency Alert System, and on the National Oceanic and Atmospheric Administration's Weather Radio; and

WHEREAS, IPAWS allows alerting authorities to write their own message using commercially available software that is Common Alerting Protocol (CAP) compliant, the message is then delivered to the Integrated Public Alert and Warning System, Open Platform for Emergency Networks (IPAWS OPEN), where it is authenticated and then delivered simultaneously through multiple communication pathways; and

WHEREAS, Through IPAWS, one message is created to reach as many people as possible to save lives and protect property; and

WHEREAS, Bay County currently utilizes Rave Alert to power Bay Alerts, our emergency mass-notification system; Rave Alerts is CAP compliant and a FEMA approved platform to deliver IPAWS alerts; and

WHEREAS, A Memorandum of Understanding has been submitted and this MOU would allow Bay County to utilize a current software platform to deliver IPAWS alerts at no additional cost to the county; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the FEMA Integrated Public Alert and Warning System (IPAWS) Memorandum of Understanding (MOU) for 2024 through 2027 and authorizes the Chairman of the Board to execute said MOU on behalf of Bay County following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

911 Central Dispatch – IPAWS MOU 2024-2027

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



BETH EURICH, LBSW
DIRECTOR


Jessica Somerlott, LBSW, Senior Services Manager

Patty Gomez, Programming Services Manager

Zach Brunett, Nutrition Services Manager

515 Center Avenue, Suite 202
Bay City, Michigan 48708
Tel: (989) 895-4100
Fax: (989) 895-4094
dlvonaging@baycounty.net
www.baycounty-mi.gov/Aging/

To: Tim Banaszak, Committee of the Whole Chair

From: Beth Eurich, Director, Department on Aging 

Date: April 29, 2024

Cc: Jim Barcia, Amber Johnson, Shawna Walraven

RE: Request to submit letter of intent to Region VII, Area Agency on Aging to apply for the final year of multi-contract, fiscal year 2025.

BACKGROUND:

In the past, Region VII, Area Agency on Aging released for review and comment the proposed allocation chart for funding for the fiscal year 2025; once the chart has been approved, after their Board meeting, for distribution, all interested service providers will be mailed a copy, along with a letter of intent form. The letter of intent must be submitted before a specified deadline for an organization to apply for funding**.

FINANCE and ECONOMICS:

The Department on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due dates for the completion of a multi-year grant proposal in order to be considered for future grant funding. Due to the short turnaround time, I am requesting authorization to proceed with meeting these deadlines for the new fiscal year. Last year the Department on Aging received \$561,310 in local, state, and federal grant funds from Region VII, Area Agency on Aging.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Department on Aging recommends submitting to Region VII, Area Agency on Aging, the letter of intent to apply for funding for the fiscal year 2025 and that the Department on Aging Director is authorized to prepare and submit the grant application for funding for the same fiscal year. All budget revisions resulting from this application are considered approved and Board Chair to sign all related documents including grant application, the Statement of Budget Allocation, Multi-Year Service Provider Designation, Assurances of Compliance, FY 2025 Contract Addendum, and the Agreement for Recipient of Supplemental Cash-in-Lieu of Payment.

**At this time attachment is only a draft from Region VII, Area Agency on Aging, pending their board approval on May 2, 2024 the Thursday after Bay County Committee of the Whole Agenda deadline. Due to the timeline for the letter of intent to be returned to Region VII, at the end of May, I am submitting the draft and will update the Board of Commissioners with any changes that may occur.

REGION VII AREA AGENCY ON AGING
1615 S. EUCLID AVENUE
BAY CITY, MI 48706

FY 2025 - DRAFT

| County | Service Category | Final FY 2024 | Proposed FY 2025 |
|---------|-----------------------------|------------------|---------------------|
| Bay | Congregate Nutrition | \$80,491 | \$80,491 |
| " | Home Delivered Meals | 295,079 | 299,511 |
| " | Case Coordination & Support | 64,185 | 68,685 |
| " | Homemaking | 73,200 | 75,450 |
| " | Personal Care | 21,009 | 26,009 |
| " | Respite Care | 10,054 | 12,880 |
| " | Adult Day Care | 86,890 | 88,896 |
| " | Caregiver Training | 17,292 | 17,986 |
| " | Caregiver Training | 17,292 | 17,986 |
| | SUBTOTAL | \$665,492 | \$687,893 |
| Clare | Congregate Nutrition | \$34,762 | \$26,094 |
| " | Home Delivered Meals | 137,828 | 134,245 |
| " | Case Coordination & Support | 26,289 | 23,576 |
| " | Personal Care | 21,616 | 21,787 |
| " | Homemaking | 38,859 | 37,409 |
| " | Respite Care | 17,653 | 16,600 |
| " | Senior Center Staffing | - | 7,087 |
| " | Caregiver Training | 7,876 | 7,876 |
| | SUBTOTAL | \$284,883 | \$274,674 |
| Gladwin | Congregate Nutrition | \$31,420 | \$23,487 |
| " | Home Delivered Meals | 120,442 | 120,442 |
| " | Case Coordination & Support | 23,249 | 21,221 |
| " | Personal Care | 11,126 | 12,116 |
| " | Homemaking | 19,180 | 20,759 |
| " | Respite Care | 15,539 | 11,922 |
| " | Senior Center Staffing | 6,507 | 6,379 |
| " | Adult Day Care | 21,495 | 21,495 |
| " | Caregiver Training | 11,193 | 9,413 |
| | SUBTOTAL | \$260,151 | \$247,234 |

* 581,012

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (5/7/2024)
- WHEREAS,** As in the past, Region VII Area Agency on Aging released, for review and comment, the proposed allocation chart for funding for the fiscal year 2025 and, once the chart is approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form; and
- WHEREAS,** The letter of intent must be submitted before the specified deadline for an organization to apply for funding; and
- WHEREAS,** The Department on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the completion of a multi-year grant proposal in order to be considered for future grant funding; and
- WHEREAS,** Due to the short turnaround time, the Director of Department on Aging is requesting authorization to submit the required documents and meet the deadlines for the new fiscal year; and
- WHEREAS,** Last year, the Department on Aging received \$561,310 in grant funds, local, state and federal, from Region VII, Area Agency on Aging; Therefore, Be It
- RESOLVED** By the Bay County Board of Commissioners that the Director of Department on Aging is authorized to submit to Region VII Area Agency on Aging the Letter of Intent to apply for funding for FY 2025; Be It Further
- RESOLVED** That the Director of Department on Aging is authorized to prepare and submit the grant application for funding for the same fiscal year; Be It Further
- RESOLVED** That all budget revisions resulting from the application are considered approved and the Board Chair, following Finance and Corporation Counsel review and approval, is authorized to sign all related documents including grant application, the Statement of Budget Allocation, Multi-Year Service Provider Designation, Assurances of Compliance, FY2025 Contract Addendum and the Agreement for Recipient of Supplemental Cash-in-Lieu of Payment; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

TIM BANASZAK, CHAIR
AND COMMITTEE

DOA - Region VII Letter of Intent - 2024

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

To: Tim Banaszak
Chair, Committee of the Whole

From: Matthew Beaver
Director Administrative Services
Olivia Shields
Manager Bay County Animal Services

Re: Request for temporary summer Kennel Attendant

Date: April 22, 2024

Request: To hire a temporary part-time summer Kennel Attendant for 25 hours/week.

Background: We are requesting permission to obtain a temporary part-time Kennel Attendant to aid Animal Services from June 1st until August 17th 2024 at a TS04 position. The TS04 serves as a custodian/attendant to Animal Services; working in our kennels, responsible for animal care as well as facilitating the many dog walkers that appear on a regular basis.

This position is important for Animal Services during the busy season when the shelter remains at capacity, and work-based learning volunteers through New Dimensions and BAISD leave for the summer.

Finance: This is a temporary part-time position without benefits. This is TS04 position with an entry rate of \$13.42.

Recommendations: It is recommended that the Committee of the Whole and Board of Commissioners consider a temporary part-time Kennel Attendant for Bay County Animal Services & Adoption Center.

CC:
Jim Barcia
Shawna Walraven
Kim Priessnitz
Tiffany Jerry
Kaysey Radtke
Lindsay Arsenault

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Bay County Animal Services and Adoption Center is requesting authorization to hire a temporary part-time Kennel Attendant to aid Animal Services from June 1, 2024 through August 17, 2024; and

WHEREAS, This temporary employee will serve as a custodian/attendant to Animal Services; working in the kennels, responsible for animal care as well as facilitating the many dog walkers that appear on a regular basis; and

WHEREAS, This position is crucial for Animal Services during the busy season when the shelter remains at capacity, and work-based learning volunteers through New Dimensions and Bay-Arenac ISD (BAISD) leave for the summer; and

WHEREAS , This is a temporary part-time position (25 hours per week) without benefits at an entry rate of \$13.42/hr (TS04); and

WHEREAS, The additional funds for this position will come from the Bay County Animal Services and Adoption Center Millage; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners authorizes hiring a temporary part-time Kennel Attendant (25 hours per week) without benefits at an entry rate of \$13.42/hr (TS04) from June 1, 2024, through August 17, 2024 with funds to come from the Bay County Animal Services and Adoption Center Millage; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Animal Services – Temporary Part-Time Kennel Attendant Position – June 1 – August 17, 2024 (TS04)

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN-___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
PERSONNEL DEPARTMENT**

James A. Barcia
County Executive

Tiffany Jerry
Director
jerryt@baycounty.net

To: Timothy Banaszak, Chair, Committee of the Whole

From: Tiffany Jerry, Director of Personnel and Employee Relations 

Date: April 30, 2024

Re: **Committee of the Whole Agenda**

Please consider the following items for the agenda of your committee meeting scheduled for May 7, 2024.

1. **Request:**

Juli Reynolds has submitted a request to hire a full-time Youth Development Worker at the Juvenile Home at the two-year rate of \$22.84/hour as opposed to the entry salary.

Background:

The Department of Child Care Services (Juvenile Home) continues to struggle to maintain a full complement of staff. In the recent posting there were 29 applicants. This was the only candidate with extensive experience working in a Child Caring Institute (CCI). Specifically, this candidate has 9 years of experience in a CCI and had moved up to the position of supervisor.

Finance/Economics:

The Youth Development Worker (TU08) position is a full-time position with benefits as provided for within the USW labor agreement and funds exist within the current Juvenile Home budget. The entry level rate is \$19.21 per hour and the two-year rate is \$22.84 per hour.

Recommendation:

Please refer to the full board for approval to hire the qualified candidate for the Juvenile Home Youth Development Worker position at the two-year rate of \$22.84 as opposed to the entry level rate of \$19.21.

Thank you for your consideration and approval of any necessary budget adjustments related to the aforementioned requests. If you have any questions or concerns, please feel free to contact me.

cc: Jim Barcia
Amber Davis-Johnson
Shawna Walraven
Kim Priessnitz
Juli Reynolds



James A. Barcia
County Executive

BAY COUNTY

Juvenile Home

Phone: (989) 892-4519 Fax: (989) 892-4419

520 West Hampton Road, Essexville, MI 48732

Juliann Reynolds
Director

MEMORANDUM

TO: Tiffany Jerry, Personnel & Employee Relations
FROM: Juli Reynolds
DATE: April 29, 2024
RE: Committee of the Whole Agenda Item

Request

Approval to hire a Youth Development Worker candidate at the two year rate of \$22.84 as opposed to the entry salary.

Background

The Department of Child Care Services (Juvenile Home) continues to struggle to maintain a full complement of staff. In the recent posting there were 29 applicants. This was the only candidate with extensive experience working in a Child Caring Institution (CCI). Specifically this candidate has 9 years of experience in a CCI and had moved up to the position of supervisor.

Economics

The Youth Development Worker (TU08) position is full time position with benefits as provided within the USW labor agreement and funds exist within the current Juvenile Home budget. The entry level rate is \$19.21 per year and the 2 year rate is \$22.84 per year.

Recommendation

Requesting the Board of Commissioners to authorize hiring the qualified candidate for the Juvenile Home Youth Development Worker position at the two year rate of \$22.84 as opposed to the entry level rate of \$19.21.

CC: Jim Barcia, Executive
Tiffany Jerry, Director of Personnel & Employee Relations
Shawna Walraven, Finance Director
Lindsey Arsenault, Board Coordinator

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/2024)

WHEREAS, The Department of Child Care Services (Bay County Juvenile Home) continues to struggle to maintain a full complement of staff; and

WHEREAS, In the recent posting for a full-time Juvenile Home Youth Development Worker there were 29 applicants. There was the only candidate with extensive experience working in a Child Caring Institute (CCI). Specifically, this candidate has 9 years of experience in a CCI and had moved up to the position of supervisor; and

WHEREAS, The Youth Development Worker (TU08) position is a full-time position with benefits as provided for within the USW labor agreement and funds exist within the current Juvenile Home budget. The entry level rate is \$19.21 per hour and the two-year rate is \$22.84 per hour; and

WHEREAS, It is requested that the qualified candidate considered for this position be hire at the 2-year rate of \$22.84 per hour as opposed to the entry salary; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves hiring the qualified candidate for the full-time Juvenile Home Youth Development Worker position at the 2-year rate of \$22.84 per hour; Be it Finally

RESOLVED That related budget adjustment, if required, are approved.

TIM BANASZAK, CHAIR AND COMMITTEE

Personnel/Juvenile Home – Full-Time Juvenile Home Youth Development Worker Position Hired at 2-Year Rate

MOVED BY COMM. _____
SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:
ROLL CALL: YEAS___ NAYS___ EXCUSED___
VOICE: YEAS___ NAYS___ EXCUSED___

DISPOSITION: ADOPTED___ DEFEATED___ WITHDRAWN-___
AMENDED___ CORRECTED___ REFERRED___ NO ACTION TAKEN___

| Description | Journal Number | 2024 Fund Balance |
|--|----------------|---------------------|
| Estimated Unassigned Fund Balance or (Deficit) 12/31/2023 | | \$6,817,938 |
| Previous years Assigned Fund Balance for P.O.'s* | | \$1,824,885 |
| Assigned Fund Balance for designation to balance 2024 budget | | \$2,723,731 |
| Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2023 | | \$11,366,554 |

2024 Budgeted Surplus / (Deficit)
 Rolled over P.O.'s/Projects from 2023 into 2024*
 (\$2,723,731)
 (\$799,361)

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH APRIL 2024

| | | |
|--|-----------|----------|
| Increase 2024 budget for MSU Extension 2024 Budget. BOC approved per Resolution 2023-228 | 24-01-238 | -124,236 |
| Increase 2024 budget for MMRMA risk management insurance 7.1% increase. BOC approved this B.A. per Resolution 2023-237 | 24-01-235 | -46,736 |
| Decrease use of G.F. balance due to duplicate entry of one position in the Sheriff budget. BOC approves of this correction of a budget per Resolution 2023-241 | 24-01-237 | 105,893 |
| Budget for LeadsOnline software for the Sheriff Dept. BOC approved this B.A. per Resolution 2023-185 | 24-01-472 | -4,000 |
| Budget for a 2023 P.O. rolled over for the Sheriff Dept. for a vehicle that the vendor never provided. BOC approved B.A. per Resolution 2023-241* | 24-01-547 | -47,524 |
| Budget for an increase due to new vehicle purchase prices increasing. BOC approved this B.A. per Resolution #2024-13 | 24-02-294 | -14,500 |
| Increased Juvenile Home budget for purchase of laundry equipment. BOC approved this B.A. per Resolution #2024-23 | 24-03-032 | -6,000 |
| Budget for Juvenile Home repairs. BOC approved this B.A. per Resolution #2024-22 | 24-03-033 | -26,000 |
| Budget for a 2023 P.O. rolled over for the elevator replacement project. BOC approved the Bid award and B.A. for this project by Resolution #2024-02* | 24-03-218 | -978,000 |
| Correct the budget for Transportation asset management grant. BOC approved this B.A. by Resolution 2023-156 | 24-03-412 | 18,008 |
| Correct the 2024 Civic Arena budget by removing a budgeted expense not needed. BOC approved this B.A. by Resolution 2023-241 | 24-03-116 | 2,500 |
| Increase ISD 2024 budget for the additional cost to implement the lease tracking software. BOC approved of this B.A. per Resolution 2024-41 | 24-03-409 | -2,500 |
| Increase the budget for the price increase for Delta College fitness agreement. BOC approved this B.A. by Resolution 2023-188 | 24-03-411 | -40 |
| Budget for temporary help for the Treasurer's Office. BOC approved this B.A. per Resolution 2024-28 | 24-04-284 | -6,000 |

APRIL 29, 2024
 -1,129,137
Estimated Unassigned Fund Balance or (Deficit) 4/29/2024
\$6,714,325



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Shawna S. Walraven
Finance Officer
walravens@baycounty.net

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing
moorefa@baycounty.net

Julie A. O'Malley
Information Systems Manager
omalleyj@baycounty.net

TO: Tim Banaszak, Chairperson
Committee of the Whole

FROM: Shawna S. Walraven, Finance Officer *SW*

DATE: April 30, 2024

RE: Executive Directive #2007-001

REQUEST:

Please place this memo on May 7, 2024, Committee of the Whole Agenda for your committee's information.

BACKGROUND:

On April 15, 2024, an email was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

ECONOMICS:

As of the date of this communication, the following are the updates to the previous correspondence:

1. The federal/state grantor agencies that have responded to department's requests indicate that funding levels for the federal/state grants with regard to fiscal year 2023 and/or 2024 appear to have no changes.

RECOMMENDATION:

To receive.

cc: Jim Barcia, County Executive
Kim Priessnitz, Assistant Finance Officer

BAY COUNTY BOARD OF COMMISSIONERS

MAY 21, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/7/24)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

| | |
|-----------|----------------|
| 4/3/2024 | \$570,117.08 |
| 4/10/2024 | \$436,518.92 |
| 4/17/2024 | \$1,147,336.31 |
| 5/1/2024 | \$1,388,876.09 |

TIM BANASZAK, CHAIR
AND COMMITTEE

Payables

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

| COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E | COMMISSIONER | Y | N | E |
|------------------|---|---|---|----------------------|---|---|---|-------------------|---|---|---|
| KATHY NIEMIEC | | | | COLLEEN M. MAILLETTE | | | | DENNIS R. POIRIER | | | |
| TIM BANASZAK | | | | THOMAS M. HEREK | | | | | | | |
| VAUGHN J. BEGICK | | | | KAYSEY L. RADTKE | | | | | | | |

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**COMMITTEE OF THE WHOLE
MINUTES**

MEETING OF THE BAY COUNTY COMMITTEE OF THE WHOLE HELD ON WEDNESDAY, APRIL 2, 2024, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR BANASZAK AT 4:00 P.M.

MOTION NO.

| COMMISSIONERS PRESENT: | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|------------------------------|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| TIM BANASZAK, CHAIR | P | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| KAYSEY L. RADTKE, V. CHAIR | E | X | C | U | S | E | D | | | | | | |
| KATHY NIEMIEC | P | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| COLLEEN MAILLETTE | P | M/Y | M/Y | Y | Y | M/Y | S/Y | M/Y | M/Y | Y | S/Y | M/Y | S/Y |
| THOMAS M. HEREK | E | X | C | U | S | E | D | | | | | | |
| DENNIS R. POIRIER | P | Y | Y | S/Y | M/Y | S/Y | M/Y | S/Y | S/Y | M/Y | Y | S/Y | M/Y |
| VAUGHN J. BEGICK, EX OFFICIO | P | S/Y | S/Y | M/Y | S/Y | Y | Y | Y | Y | S/Y | M/Y | Y | Y |

MOTION NO.

| COMMISSIONERS PRESENT: | | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
|------------------------------|---|-----|-----|-----|-----|-----|-----|-----|----|----|----|----|----|
| TIM BANASZAK, CHAIR | P | Y | Y | Y | Y | Y | Y | Y | | | | | |
| KAYSEY L. RADTKE, V. CHAIR | E | X | C | U | S | E | D | | | | | | |
| KATHY NIEMIEC | P | Y | Y | Y | Y | Y | Y | Y | | | | | |
| COLLEEN MAILLETTE | P | M/Y | M/Y | M/Y | M/Y | M/Y | Y | Y | | | | | |
| THOMAS M. HEREK | E | X | C | U | S | E | D | | | | | | |
| DENNIS R. POIRIER | P | S/Y | Y | S/Y | S/Y | S/Y | M/Y | M/Y | | | | | |
| VAUGHN J. BEGICK, EX OFFICIO | P | Y | S/Y | Y | Y | Y | S/Y | S/Y | | | | | |

MOTION NO.

| COMMISSIONERS PRESENT: | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 |
|------------------------------|--|----|----|----|----|----|----|----|----|----|----|----|----|
| TIM BANASZAK, CHAIR | | | | | | | | | | | | | |
| KAYSEY L. RADTKE, V. CHAIR | | | | | | | | | | | | | |
| KATHY NIEMIEC | | | | | | | | | | | | | |
| COLLEEN MAILLETTE | | | | | | | | | | | | | |
| THOMAS M. HEREK | | | | | | | | | | | | | |
| DENNIS R. POIRIER | | | | | | | | | | | | | |
| VAUGHN J. BEGICK, EX OFFICIO | | | | | | | | | | | | | |

OTHERS PRESENT: A. Davis-Johnson, C. Gignac, J.Barcia, S. Walraven, M. Beaver, T. Jerry, L. Ogar, W.Prince, N.Paige, H.Wentz, B. Eurich, A. LaBean, J. Strasz, B. Gillett, J. O'Malley

ZOOM: D. Solomon

M- MOVED; S-SUPPORTED; Y-YEA; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

**COMMITTEE OF THE WHOLE
MINUTES
WEDNESDAY, APRIL 2, 2024
PAGE 2**

MOTION NO.

NOTE: In addition to these typed minutes which provide an overview of the meeting and are not verbatim, this Committee meeting was also videotaped and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website www.baycounty-mi.gov/executive/videos.

1. **MOVED, SUPPORTED AND CARRIED TO EXCUSE COMMISSIONER K. RADTKE.**
2. **MOVED, SUPPORTED AND CARRIED TO EXCUSE COMMISSIONER T. HEREK.**
3. **MOVED, SUPPORTED AND CARRIED TO APPROVE THE APRIL 2, 2024, COMMITTEE OF THE WHOLE AGENDA AS PRINTED.**
4. **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MARCH 5, 2024, COMMITTEE OF THE WHOLE MINUTES AS PRINTED.**

Public input was called with no one wishing to address the Committee.

5. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2024-2025 MIDC GRANT RENEWAL (CRIMINAL DEFENSE).**

By request of Commissioner Begick, the Director of the Criminal Defense Office, Andrea LaBean, explained the MIDC Grant Renewal in more detail.

6. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: MDOC GRANT FUNDS FOR 2025 (COMMUNITY CORRECTIONS).**

Commissioner Begick inquired on how the Opioid Settlement Funds could be used to help with substance abuse training. Jim Barcia, Bay County Executive, responded in agreeance that it would be a sufficient use of funds.

7. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2025 SERVICE PROVIDER CONTRACTS, AGREEMENTS AND MOU (COMMUNITY CORRECTIONS).**

Laura Ogar, Director of Environmental Affairs and Community Development, introduced Brian Gillett, BCATS Manager, to the Committee. Brian Gillett then explained the MOU with MDOT further.

8. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: MEMORANDUM OF UNDERSTANDING WITH MDOT FOR FY 2025 (ENVIRONMENTAL AFFAIRS/TRANSPORTATION PLANNING).**

9. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PREMIUM PAY FOR DIRECT CARE WORKERS FUNDING 2024 (DEPARTMENT ON AGING).**

10. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2024 SENIOR PROJECT FRESH/MARKET FRESH PROGRAM (DEPARTMENT ON AGING).**
11. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: ALLOCATION OF FUNDING BAY CITY CHAPTER 513 OF THE MILITARY ORDER OF THE PURPLE HEART CONVENTION (VETERAN AFFAIRS).**
12. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: GOLF COURSE FEE SCHEDULE REVISIONS FOR YOUTH ON COURSE PROGRAM (YOC) (RECREATION & FACILITIES).**
13. **MOVED, SUPPORTED AND CARRIED TO RECEIVE GENERAL FUND EQUITY 2023 (FINANCE).**
14. **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).**
15. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PEOPLE DRIVEN SELF SERVICE PASSWORD RESET BUDGET ADJUSTMENT/STATEMENT OF WORK (FINANCE/ISD).**

At the request of Commissioner Begick, ISD Manager Julie O'Malley, explained the self-service password reset and the advantages it will bring to the department.

16. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: BID AWARD FOR BAY COUNTY HEALTH DEPARTMENT ELECTRONIC HEALTH RECORDS SOFTWARE TO PATAGONIA HEALTH (FINANCE/PURCHASING).**

At the request of Commissioner Begick, Joel Strasz, Public Health Officer, explained that the new software will be used in place of the current software within the Health Department.

17. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: BID AWARD FOR BAY COUNTY COMMUNITY CENTER GYM FLOOR TO DYNAMIC SPORTS CONSTRUCTION (FINANCE/PURCHASING).**
18. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED PAYABLES RESOLUTION (FINANCE).**

There being no further business, it was

19. **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:24 P.M.).**

Submitted By:

**Lindsey Arsenault
Board Coordinator**