

**PERSONNEL/HUMAN SERVICES COMMITTEE**

**A G E N D A**

**TUESDAY, JULY 21, 2015**

**4:00 P.M.**

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.	
	I CALL TO ORDER
	II ROLL CALL
1- 4	III MINUTES (6/16/15)
	IV PUBLIC INPUT
	V PETITIONS AND COMMUNICATIONS
5-24	A. Retirement Coordinator - Various Requests to Purchase Other Governmental Service Credit <b>(Seeking approval of requests pursuant to resolution no. 2015-110 - proposed resolution attached)</b>
	B. Personnel Director
25-27	1. Resident Service Coordinator for Center Ridge Arms <b>(Seeking authorization to work with an agency or hire a part time Resident Service Coordinator to provide supportive services for residents in need - proposed resolution attached)</b>
28-30&34	2. Vacancies <b>(Proposed resolution attached)</b>
31	A. Sheriff Dept. - Road Patrol Deputy - full time; \$15.75/hr. entry
	B. Health Department
32	a. Registered Nurse (temporary, full-time, \$17.04 to \$19.85/hr. depending on experience)
33	b. Health Educator (full time; \$37,273.60 entry)
35-36	3. Division on Aging Reorganization <b>(Proposed resolution attached)</b>
29-30	4. Reclassifications: WIC Coordinator (Health Dept.); Maintenance IV-Community Center/Civic Arena (Recreation and Facilities); Grounds Coordinator-Buildings and Grounds (Recreation and Facilities) <b>(Receive)</b>
	C. Health Director
37-38	1. Renewal of Agreement with Bay Health Plan <b>(Seeking approval of Agreement; authorization for Board Chair to sign; approval of related required budget adjustments - proposed resolution attached)</b>
39-40	2. Bay County Department of Community Health - Plan of Reorganization <b>(Seeking affirmation/approval of Plan of Organization - proposed resolution attached)</b>
	VI REFERRALS
	VII UNFINISHED BUSINESS
	VIII NEW BUSINESS
	IX MISCELLANEOUS
	X ANNOUNCEMENTS
	XI ADJOURNMENT

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

**PERSONNEL/HUMAN SERVICES COMMITTEE**

**MINUTES**

**MEETING OF THE PERSONNEL/HUMAN SERVICES COMMITTEE ON TUESDAY, JUNE 16, 2015, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.**

Call to order @ 4:03 P.M. by Chair Lutz.

Roll call:

**MOTION NO.**

COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
MICHAEL E. LUTZ, CHAIR	P	Y	Y	Y	Y	Y	Y	Y				
DONALD J. TILLEY, VICE CHAIR	P	Y	M/Y	Y	M/Y	Y	Y	Y				
MICHAEL J. DURANCZYK	P	Y	S/Y	S/Y	Y	S/Y	Y	S/Y				
VAUGHN J. BEGICK	P	S/Y	Y	Y	Y	Y	Y	Y				
KIM COONAN	P	Y	Y	M/Y	Y	Y	S/Y	Y				
THOMAS C. HEREK	P	Y	Y	Y	Y	Y	M/Y	Y				
ERNIE KRYGIER, EX OFFICIO	P	M/Y	Y	Y	S/Y	M/Y	Y	M/Y				

**MOTION NO.**

COMMISSIONERS PRESENT		12	13	14	15	16	17	18	19	20	21	22
MICHAEL E. LUTZ, CHAIR												
DONALD J. TILLEY, VICE CHAIR												
MICHAEL J. DURANCZYK												
VAUGHN J. BEGICK												
KIM COONAN												
THOMAS C. HEREK												
ERNIE KRYGIER, EX OFFICIO												

**MOTION NO.**

COMMISSIONERS PRESENT		23	24	25	26	27	28	29	30	31	32	33
MICHAEL E. LUTZ, CHAIR												
DONALD J. TILLEY, VICE CHAIR												
MICHAEL J. DURANCZYK												
VAUGHN J. BEGICK												
KIM COONAN												
THOMAS C. HEREK												
ERNIE KRYGIER, EX OFFICIO												

OTHERS PRESENT: T.HICKNER, C.GIGNAC, D.RUSSELL, A.DAVIS-JOHNSON, C.HEBERT, T.QUINN, J.MILLER, T.ROEHR, R.REDMOND, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT

-/-

**PERSONNEL/HUMAN SERVICES COMMITTEE  
MINUTES  
TUESDAY, JUNE 16, 2015  
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**MOTION NO.**

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**NOTE:** In addition to these typed minutes, this Committee meeting was also video taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department or can be viewed on Bay County's website [www.baycounty-mi.gov/executive/videos](http://www.baycounty-mi.gov/executive/videos).

- 1**            **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE MAY 19, 2015 PERSONNEL/HUMAN SERVICES COMMITTEE MEETING AS PRINTED.**

**Public input was called with no one expressing a desire to address the Committee.**

**Division on Aging items were considered by the Committee, the first being Senior Community Service Employment Program Worksite Agreements (Title V). It was**

- 2**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE TITLE V WORKSITE AGREEMENTS WITH REGION VII AREA AGENCY ON AGING (DIVISION ON AGING).**
- 3**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE MEMORANDUM OF AGREEMENT FOR THE MEDICARE MEDICAID ASSISTANCE PROGRAM (DIVISION ON AGING).**
- 4**            **MOVED, SUPPORTED AND CARRIED TO REFER THE SHERIFF'S REQUEST RE ASSET RECOVERY & MANAGEMENT SERVICES CONTRACT TO THE WAYS AND MEANS COMMITTEE TO ALLOW FOR FINANCE OFFICER REVIEW (SHERIFF DEPT.).**
- 5**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO POST/FILL A KITCHEN AIDE VACANCY, PART TIME - \$9.39/HR. ENTRY (DIVISION ON AGING).**

**Based on adoption of Civil Counsel Guidelines on June 17, 2014 (res. 2014-113), Corporation Counsel may enter into contracts for outside legal services and sets forth a procedure for elected officials to request retention of such**

**PERSONNEL/HUMAN SERVICES COMMITTEE**

**MINUTES**

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**MOTION NO.**

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outside counsel. The County Clerk has, in conformance with the Civil Counsel Guidelines, submitted a written request for outside legal services. As a result of notification from the Bay County Clerk of her intent to initiate litigation against the County based on her assertion that the Bay County Board of Commissioners failed to provide a serviceable level of funding to allow the Clerk's office to fulfill statutorily mandated functions, Amber Davis-Johnson, Bay County Corporation Counsel, is requesting authorization/appropriation for an up-to-date independent analysis of the work flow in the Clerk's Office. An earlier evaluation was done in 2009, however, since that time there have been significant changes in the Clerk's office, including loss of a full time employee, changes in statutorily mandated responsibilities, and utilization of on-line services and availability of credit card payments through the on-line service. Corporation Counsel has an obligation to review the Clerk's request and make a determination if the Clerk's request is necessary and appropriate and, in cases where a conflict of interest between County entities has arisen, may obtain the legal opinion of an independent attorney to determine if any potential cause of action is frivolous or has merit. Funding up to \$4,000 was appropriated for the 2009 study and it is anticipated that \$6,000 would be appropriate for the recommended study. Brief discussion followed and Commissioner Tilley reminded that a previous County Clerk was granted an additional \$4,000 for election duties and that continued forward, however, the current Clerk is not handling those duties (they are being handled by an outside company) and is still receiving the additional compensation for those services. Commissioner Duranczyk noted calls he receives relative to people traveling from the northern Bay County area, often on lunch hours, and finding the Clerk's Office closed for lunch or closed before 5 p.m. Technology should also be a priority for the Clerk's office.

- 6            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO (1) RETAIN AN INDEPENDENT FIRM TO STUDY THE WORK PROCESSES AND WORK FLOW OF THE BAY COUNTY CLERK'S OFFICE AT A COST NOT TO EXCEED \$6,000 (MONIES FROM FUND BALANCE); AND (2) FOR SUCH FIRM TO PROVIDE TO THE BOARD OF COMMISSIONERS A RECOMMENDATION REGARDING STAFFING AND TECHNOLOGY NECESSARY FOR THE CLERK'S OFFICE TO FULFILL THE STATUTORILY MANDATED RESPONSIBILITIES AT A SERVICEABLE LEVEL (CORPORATION COUNSEL).**

**PERSONNEL/HUMAN SERVICES COMMITTEE**

**MINUTES**

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**MOTION NO.**

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**Commissioner Coonan updated the Commissioners on the beach-grooming at the Bay City State Recreation Facility - the beach looks fabulous and will be ready for the Beach Wellness event this coming Saturday. Acknowledgment was given to the volunteers who built the stage at the Bay City State Recreation Facility, including Commissioner Lutz. It looks great and is another improvement to the Bay City State Recreation Facility.**

**Submitted by:**

*Deanne Berger*

**Deanne Berger  
Board Coordinator**



**BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM**  
**BAY COUNTY VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION**

BAY COUNTY BUILDING  
515 CENTER AVENUE  
BAY CITY, MICHIGAN 48708-5128

Thomas L. Hickner  
Bay County Executive

Crystal Hobert  
Finance Officer/Secretary

BOARD OF TRUSTEES  
Steven Gray, Chairperson  
Richard Brzezinski  
Kim Coonan  
Richard Gromaski  
Tom Herck  
Jon Morse  
Matthew Pell  
Thomas Starkweather  
Kristal Goetz

ADMINISTRATIVE STAFF  
Tiffany Jerry  
Rebecca Marsters  
(989) 895-4043  
TDD (989) 895-4049  
FAX (989) 895-4039

DATE: July 10, 2015  
TO: Deanne Berger  
FROM: Rebecca Marsters *RM*  
RE: Other Governmental Service Time

Please find attached all requests for the purchase of other governmental service time that were received in the Retirement Office by the deadline of June 12, 2015 per Resolution No. 2015-110. Also attached is list of the details of the requests outlining the names, current entity employed with, former governmental unit and dates served there, and the number of years requesting to purchase.

If you have any questions please feel free to contact me.

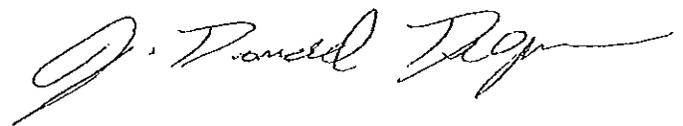
Last	First	Entity	Other Governmental Unit	Time: From	To	Request Amount
Ambrose	Christopher	Road	Midland County	11/14/1994	9/7/1995	11 months
Deaton	Judith	Road	Williams Township	10/30/1994	8/15/1998	2 years
Deaton	William	Gen Co	Bangor Township	8/1/1977	8/30/1981	1 year only
			Bangor Township	1/1/1986	3/31/1988	
Deopsomer	Donald	DWS	Montana State	3/21/1995	10/2/1998	3 years 6 months
Emmendorfer	Brian	Gen Co	Midland County	3/1/1996	4/1/1998	2 years
Fisher	Robert	Sheriff	Arenac County	5/5/1994	9/19/1995	1 year 5 months
Grzegorzcyk	Michael	Gen Co	Beaver Township	11/9/1992	11/10/1996	3 years 11 months
			Bay Metro Transit	7/21/1980	9/7/1981	1 year 1 month
			City of Bay City	4/24/1978	6/25/1980	2 year 2 month
Hebert	Crystal	Gen Co	City of Pinconning	1/1/2003	11/24/2006	3 years 11 months
Hickner	Thomas	Gen Co	State of Michigan	1/2/1979	12/31/1982	4 years
Kline	Robert	Gen Co	Saginaw Bay Mosquito Control	1/1/1984	12/31/1984	1 year
Leaming	Margaret	Gen Co	US District Courts	8/16/1993	8/18/1995	2 years
Pinter	Christopher	BABH	Saginaw County Community Mental Health	1/1/1992	12/31/1998	7 years
Pinter	Janis	BABH	Saginaw County Community Mental Health	1/1/1993	12/31/2001	9 years
Wells	Renee	BABH	AuSable Community Mental Health	10/18/1993	12/15/1995	2 years 2 months

Personal Committee:

I, Jay DeOpsomer, an employee of Bay County Wastewater Treatment Plant, would like to request to purchase other governmental service from March 21, 1995 through October 2, 1998.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

A handwritten signature in cursive script, appearing to read "J. Donald Reynolds". The signature is written in black ink and is positioned to the right of the main text block.

REQUEST TO PURCHASE OTHER GOVERNMENTAL SERVICE CREDIT

5-7-2015

Personnel committee:

I, Christopher John Ambrose, an employee of, Bay County Road Commission, would like to request to purchase other governmental service from 11-14-1994 through 9-7-1995.

I have submitted all of the required documents to Rebecca Marstors, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental services.

Christopher J. Ambrose

06/02/2015

Personnel Committee:

I, Judith B Deaton, an employee of, Bay County Road Commission, would like to request to purchase other governmental service from (10/30/1994) through (8/15/1998).

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Note: Interested in purchasing two years.

You can reach me at 686-4610, Ext. 222  
jdeaton@baycoroad.org

*Current Date: 06/02/2015*

Personnel Committee:

I, *William E Deaton*, an employee of, *Bay County Equalization*, would like to request to purchase other governmental service from *(08/01/1977)* through *(03/31/1988)*.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Note: I Have 6 years at Bangor Township.

4 years in the Fire Department & 2 years in the Assessor's office.

Requesting to purchase ( 1 ) years.

*William E Deaton*

*Thursday, June 11, 2015:*

Personnel Committee:

I, *Brian Emmendorfer*, an employee of, *Bay County Information Systems Department*, would like to request to purchase other governmental service from *03/1996* through *04/1998*.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

March 19, 2015

Personnel Committee:

I, Robert M. Fisher, an employee of, Bay County Sheriff Department, would like to request to purchase other governmental service from May 1994 through September of 1995.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Robert M. Fisher

MICHAEL GRZEGORCZYK  
380 W. BEAVER ROAD  
KAWKAWLIN, MI 48631

PHONE (989) 662-4540

JUNE 12, 2015

Personnel Committee:

I, Michael Grzegorzcyk, an employee of Bay City, would like to request to purchase other governmental service from April 24, 1978 through June 25, 1980.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,



Michael Grzegorzcyk

MICHAEL GRZEGORCZYK  
380 W. BEAVER ROAD  
KAWKAWLIN, MI 48631

PHONE (989) 662-4540

JUNE 12, 2015

Personnel Committee:

I, Michael Grzegorzcyk, an employee of Bay Metro Transit, would like to request to purchase other governmental service from July 21, 1980 through September 7, 1981.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,

A handwritten signature in cursive script that reads "Michael Grzegorzcyk".

Michael Grzegorzcyk

MICHAEL GRZEGORCZYK  
380 W. BEAVER ROAD  
KAWKAWLIN, MI 48631

PHONE (989) 662-4540

JUNE 12, 2015

Personnel Committee:

I, Michael Grzegorzcyk, an employee of Beaver Township, would like to request to purchase other governmental service from November 9, 1992 through November 10, 1996.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,



Michael Grzegorzcyk

May 14, 2015

Personnel/Human Services Committee:

I, Crystal Hebert, an employee of the Bay County Finance Department, would like to request to purchase other governmental service time, pursuant to Resolution No. 96-331 dated 12/17/1996. The time I am requesting to purchase was earned at the City of Pinconning from January 1, 2003 through November 24, 2006, totaling 3 years and 11 months of service time.

All required documentation was submitted to Rebecca Marsters, Bay County Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,

A handwritten signature in cursive script that reads "Crystal Hebert".

Crystal Hebert  
Bay County Finance Officer/Information Systems

*June 11, 2015:*

Personnel Committee:

I, *Thomas Hickner*, an employee of, *Bay County*, would like to request to purchase my other governmental service with the State of Michigan from *January 2, 1979* through *December 31, 1982* for a total of *four* years and *zero* months. I have all of the necessary documents filed with Rebecca Marsters, Retirement Administrator.

Thank you for your consideration in approving this purchase of this other governmental service time.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Hickner", written in a cursive style.

May 21, 2015

Personnel Committee:

I, Robert K. Kline, an employee of, Bay County Mosquito Control, would like to request to purchase other governmental service from January 1, 1984 through December 31, 1984.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,

*Robert K. Kline*

Robert K. Kline

May 22, 2015

Personnel Committee:

I, Margaret Anne Leaming, an employee of the Bay County Prosecutor's Office, would like to request to purchase other governmental service from August 16, 1993, through August 18, 1995.

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,

  
Margaret A. Leaming

**RECEIVED**

MAY 26 2015

**PERSONNEL DEPARTMENT**

June 12, 2015

Personnel Committee:

I, Christopher Pinter, an employee of Bay-Arenac Behavioral Health Authority, would like to request to purchase other governmental service from January 1, 1992 through December 31, 1998. This would represent (7) full years (i.e. 84 total months of service).

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

A handwritten signature in blue ink, appearing to read "Christopher T. Pinter". The signature is written in a cursive style with a large, looped initial "P".

June 12, 2015

Personnel Committee:

I, Janis Pinter, an employee of Bay-Arenac Behavioral Health Authority, would like to request to purchase other governmental service from January 1, 1993 through December 31, 2001. This would represent (9) full years (i.e. 108 total months of service).

I have submitted all of the required documents to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

*Janis Pinter*

June 12, 2015

Personnel Committee:

I, Renee Wells, an employee of Bay Arenac Behavioral Health, would like to request to purchase other governmental services from October 18, 1993 to December 15, 1995. I have submitted all the required documentation to Rebecca Marsters, Retirement Administrator.

Thank you for your consideration of this request to purchase other governmental service credit.

Sincerely,

A handwritten signature in cursive script that reads "Renee Wells".

Renee Wells

**BAY COUNTY BOARD OF COMMISSIONERS**

**8/11/2015**

**RESOLUTION**

BY: PERSONNEL/JUDICIAL COMMITTEE (7/21/15)

WHEREAS, An issue arose regarding employees purchasing "other governmental service credit ("OGSC") for retirement" and whether the purchase of that OGSC creates an unfunded liability in the Bay County Employees' Retirement System ("BCERS"); and

WHEREAS, In the past, BCERS' Retirement Administrator calculated the cost for the purchase of OGSC utilizing a standard formula set forth in MCL 46.12a(9)(d), which was also adopted as the appropriate formula by the Bay County Board of Commissioners in Resolution 96-331. Indeed, this is the only formula that may be utilized by BCERS if the County wished to provide this discretionary benefit to members of BCERS. It has historically been assumed that the computed cost of buying time pursuant to the statutory calculation is the actual cost to the Retirement System; and

WHEREAS, After a recent request by an employee to purchase OGSC an actuarial valuation was completed and it was determined that the true cost to BCERS was much more than the statutory calculation allowed, thereby creating an unfunded actuarial liability; and

WHEREAS, It is in the best interest of the County, as well as the members of BCERS, to eliminate unfunded actuarial liabilities; and

WHEREAS, In the interest of fairness to current eligible employees and to discontinue the indefinite accrual of unfunded actuarial liabilities to BCERS, the Board of Commissioners rescinded Resolution 96-331, effective 5:00 P.M., June 12, 2015, and created a temporary 30-day "window," or opportunity, for eligible employees to apply to purchase OGSC toward retirement under Resolution 96-331 before its rescission. This allowed current eligible employees to submit a completed application to purchase OGSC to the Retirement Administrator before 5:00 p.m. on June 12, 2015. Employees who submitted applications during that 30-day window may proceed to request the purchase of OGSC pursuant to the procedures set forth in Resolution 96-331, including the requirement that, if the request is granted by the Board, the employee must pay the full amount due to purchase OGSC within a period of one (1) year; and

WHEREAS, After 5:00 p.m. on June 12, 2015, no further applications to purchase OGSC were accepted; and

BAY COUNTY BOARD OF COMMISSIONERS

8/11/2015

RESOLUTION

WHEREAS, Rescinding Resolution 96-331 eliminated any future accrual of unfunded actuarial liabilities for the purchase of OGSC in BCERS; Therefore, Be It RESOLVED By the Bay County Board of Commissioners that, in accordance with the terms of Resolution No. 2015-38, the requests by the listed current eligible employees (listed below) who submitted applications to purchase other governmental service credit toward retirement (OGSC) before 5:00 p.m. June 12, 2015, utilizing the guidelines outlined in resolution 96-331, are approved, providing they fully pay for the entire amount within one year of the effective date of this resolution.

Last	First	Entity	Other Governmental Unit	Time: From	To	Request Amount
Ambruse	Christopher	Road	Midland County	11/14/1984	9/7/1995	11 months
Deaton	Judith	Road	Williams Township	10/30/1994	8/15/1998	2 years
Deaton	William	Gen Co	Bangor Township	8/1/1977	8/30/1981	1 year only
			Bangor Township	1/1/1986	3/31/1988	
Deapsomer	Donald	DWS	Montana State	3/21/1995	10/2/1998	3 years 6 months
Emmendorfer	Brian	Gen Co	Midland County	3/1/1996	4/1/1998	2 years
Fisher	Robert	Sheriff	Arenac County	5/5/1994	9/19/1995	1 year 5 months
Grzegorzczk	Michael	Gen Co	Beaver Township	11/9/1992	11/10/1996	3 years 11 months
			Bay Metro Transit	7/21/1980	9/7/1981	1 year 1 month
			City of Bay City	4/24/1978	6/25/1980	2 year 2 month
Hebert	Crystal	Gen Co	City of Pinconning	1/1/2003	11/24/2006	3 years 11 months
Hickner	Thomas	Gen Co	State of Michigan	1/2/1979	12/31/1982	4 years
Kline	Robert	Gen Co	Saginaw Bay Mosquito Control	1/1/1984	12/31/1984	1 year
Learnig	Margaret	Gen Co	US District Courts	8/16/1993	8/18/1995	2 years
Plnter	Christopher	BABH	Saginaw County Community Mental Health	1/1/1992	12/31/1998	7 years
Plnter	Janis	BABH	Saginaw County Community Mental Health	1/1/1993	12/31/2001	9 years
Wells	Renee	BABH	AuSable Community Mental Health	10/18/1993	12/15/1995	2 years 2 months

MICHAEL E. LUTZ, CHAIR

AND COMMITTEE

Retirement - GovtServCredit - Various Employees

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
PERSONNEL DEPARTMENT**

**Thomas L. Hickner**  
County Executive

**Tim Quinn, Director**  
[quinn@baycounty.net](mailto:quinn@baycounty.net)  
(989) 895-4098 (T)  
(989) 895-2076 (F)

**Tiffany Jerry, Payroll/Benefits Supervisor**  
[jerryt@baycounty.net](mailto:jerryt@baycounty.net)  
(989) 895-4032 (T)  
(989) 895-2076 (F)

**Rebecca Marsters, Retirement Administrator/Accountant**  
[marstersr@baycounty.net](mailto:marstersr@baycounty.net)  
(989) 895-4043 (T)  
(989) 895-2076 (F)

**Jeanie Deckert, Wellness Coordinator**  
[deckertj@baycounty.net](mailto:deckertj@baycounty.net)  
(989) 895-4087 (T)  
(989) 895-2076 (F)

To: Michael Lutz, Chair, Personnel/Human Services Committee

From: Tim Quinn, Director of Personnel and Employee Relations. *egz*

Date: July 15, 2015

**Becky Smutek, Payroll Clerk**  
[smutekb@baycounty.net](mailto:smutekb@baycounty.net)  
(989) 895-4044 (T)  
(989) 895-2076 (F)

Re: Personnel/Human Services Committee Agenda: Request to  
hire a Resident Service Coordinator – Part Time – HUD Funds

I have reviewed the request by Ms. Anderson to hire a Resident Service Coordinator – Part Time and recommend that the Board of Commissioners approve the request.

As you are aware, Center Ridge Arms is the home of about 100 people, many of whom have special needs which they are unable to adequately address on their own. Ms. Anderson is exploring the possibilities of partnering with an existing local agency to utilize the services of the agency's employee to provide those supportive services, with reimbursement for hours worked. The funds come from HUD and no General Fund dollars will be used.

If that arrangement is not workable, I would request that the Board authorize the hiring of a part-time employee, again using no General Fund dollars.

Although the details have not been completely worked out, we anticipate that such a person could be on board by September 30, 2015.

I would ask that this be moved to the Board of Commissioners for approval.

cc: Tom Hickner  
Crystal Hebert  
Deb Russell  
Rachelle Anderson

-25-

# BAY COUNTY HOUSING DEPARTMENT

Center Ridge Arms, 798 N. Pine, Essexville, Michigan 48732  
(989) 895-8191 FAX (989) 895-7419



Rachelle Anderson  
Director

Thomas L. Hickner  
County Executive

## Memo

**To:** Mr. Tim Quinn , Personnel Director

**From:** Rachelle Anderson, Housing Director

**Subject:** Request for Permission to Hire a Part Time Resident Service Coordinator

**Date:** July 13, 2015

**BACKGROUND:** A need for a resident service coordinator at Center Ridge Arms has been identified, due to the increased needs of the diverse population of low income residents at Center Ridge Arms. The person hired as an employee or person and/or agency contracted for this position would coordinate supportive services and other activities designed to help housing residents attain economic and housing self-sufficiency; or in the case of elderly or disabled residents, help improve living conditions and enable residents to age in-place.

**ECONOMICS:** No general funds would be utilized. All monies come from Housing Department HUD Capital Fund and Operating Subsidies. If those fund are not available, the person will be laid off or not hired, as appropriate.

**RECOMMENDATION:** Approval from the Personnel Director and Board to hire an employee or to contract with a person and/or agency for the services of a resident service coordinator and authorization for the Board chair to sign any appropriate documents. We would expect to have this person on board by Q4, 2015.

**BAY COUNTY BOARD OF COMMISSIONERS**

**8/11/2015**

**RESOLUTION**

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (7/21/15)

WHEREAS, Center Ridge Arms is the home of approximately 100 people, many that have special needs which they are unable to adequately address on their own; and

WHEREAS, The Director of Center Ridge Arms is exploring the possibility of partnering with an existing local agency, with reimbursement for hours worked, to utilize the services of the agency's employee to coordinate supportive services and other activities designed to help housing residents attain economic and housing self-sufficiency or, in the case of elderly or disabled residents, help improve living conditions and enable the resident to age in-place; and

WHEREAS, Another option, if the arrangement with an existing local agency proves not to be feasible, is to hire a part time employee; and

WHEREAS, HUD funds only will be utilized in either instance; Therefore, Be It  
RESOLVED That the Bay County Board of Commissioners approves engaging the services of an existing local agency or, if not feasible, the hiring of a part time Resident Service Coordinator, to coordinate supportive services and other activities designed to help housing residents attain economic and housing self-sufficiency or, in the case of elderly or disabled residents, help improve living conditions and enable the resident to age in-place; Be It Further

RESOLVED That only HUD funds and no General Fund dollars shall be utilized for the local agency services or the part time Resident Services Coordinator position and, if that funding is not available, the services/position are terminated.

MICHAEL E. LUTZ, CHAIR  
AND COMMITTEE

Center Ridge Arms - Resident Service Coordinator

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
PERSONNEL DEPARTMENT**

**Thomas L. Hickner**  
County Executive

**Tim Quinn, Director**  
[quinn@baycounty.net](mailto:quinn@baycounty.net)  
(989) 895-4098 (T)  
(989) 895-2076 (F)

**Tiffany Jerry, Payroll/Benefits Supervisor**  
[jerry@baycounty.net](mailto:jerry@baycounty.net)  
(989) 895-4032 (T)  
(989) 895-2076 (F)

**Rebecca Marsters, Retirement Administrator/Accountant**  
[marsters@baycounty.net](mailto:marsters@baycounty.net)  
(989) 895-4043 (T)  
(989) 895-2076 (F)

To: Michael Lutz, Chair, Personnel/Human Services Committee

From: Tim Quinn, Director of Personnel and Employee Relations

**Jeanle Deckert, Wellness Coordinator**  
[deckerj@baycounty.net](mailto:deckerj@baycounty.net)  
(989) 895-4087 (T)  
(989) 895-2076 (F)

Date: July 15, 2015

Re: Personnel/Human Services Committee Agenda

**Becky Smutek, Payroll Clerk**  
[smutekb@baycounty.net](mailto:smutekb@baycounty.net)  
(989) 895-4044 (T)  
(989) 895-2076 (F)

Please consider the following for the agenda of your committee meeting scheduled for July 21, 2015.

1. **Request:** Sheriff Miller has submitted a request fill a full-time Road Patrol Deputy position.  
**Background:** This vacancy is the result of a retirement effective July 27, 2015.  
**Finance/Economics:** This full-time position in the POLC union at \$15.75 per hour entry is included in the 2015 county budget.  
**Recommendation:** Please approve the hiring of a full-time Road Patrol Deputy.
  
2. **Request:** Joel Strasz has submitted a request to hire a full-time Registered Nurse on a temporary basis.  
**Background:** There are currently two nurses at the health department that will be on a temporary leave of absence. This temporary full-time registered nurse will work in the Immunization Clinic, WIC and other needed divisions of the Health Department.  
**Finance/Economics:** Available funds will be utilized and possibly the use of Health Department fund balance. Rate of pay is \$17.04 - \$19.85 per hour depending upon experience. Non-union with no benefits.  
**Recommendation:** Please refer to the full board for approval to post and fill.

3. **Request:** Joel Strasz has submitted a request to post and fill a full-time Health Educator position in the Health Education and Emergency Management Division of the Health Department and eliminate the part-time Analyst/Educator (BT05).

**Background:** Current employee has submitted her resignation notice with an effective date of July 17, 2015.

**Finance/Economics:** Full time position with benefits in the BCAMPS union. Funds exist within the Health Department budget. Annual salary is \$37,273.60 entry progressing to \$42,556.80 (PB05).

4. **Request:** Tammy Roehrs has submitted an Act 139 Reorganization request.

**Background:** Please refer to the letter to me from Tammy Reohrs explaining the reorganization plan.

**Finance/Economics:** A Case Management Worker (PB05, 3 year level, \$42,556.80) position will become an in Home Services Coordinator (MB08, hire level, \$44,220.80) and the Elder Abuse Case Management position (PB05, 6 month level, \$38,563.20) will absorb those Case Management Worker (PB05, 6 month level, \$38,563.20) duties. Funding is available through the Division on Aging budget, as well as the existing senior millage.

**Recommendation:** Please approve the reorganization plan and as well as any necessary budget adjustments relating to these changes.

5. **Request:** Please accept the reclassification recommendations that follow, with an effective date of July 1, 2015:

Position Title Department/Union	Current Paygrade/ Rate	Recommended Paygrade/ Rate
WIC Coordinator Health Department BCAMPS	PB07, 3 year \$51,854.40	MB10, 3 year \$54,433.60
Maintenance IV Community Center/Civic Arena USW	TU08, 2 year \$39,104.00	TU09, 2 year \$43,243.20

Grounds Coordinator Building and Grounds BCAMPS	MB06, 4 year \$43,014.40	MB07, 3 year \$44,928.00
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Thank you for considering the items listed above and approving any necessary budget adjustments; if you have any questions, please feel free to contact me.

Encl.

cc: Tom Hickner  
Deb Russell  
Crystal Hebert  
Kim Priessnitz  
Sheriff Miller

Joel Strasz  
Tammy Roehrs  
Richelle Jimenez  
Wanda Behmlander  
Kathleen Janer

Melissa Maillette  
Mark Pickell  
Cristen Gignac  
Jon Morse

*John E. Miller*  
*Sheriff Of Bay County*

Troy Cunningham  
Undersheriff

Troy A. Stewart  
Jail Administrator



**RECEIVED**

DATE: July 10, 2015

JUL 10 2015

TO: Tim Quinn  
Director of Personnel

PERSONNEL DEPARTMENT

FROM: Sheriff John E. Miller *John E. Miller*

SUBJECT: Position – Road Patrol Deputy

**BACKGROUND:**

There will be a position for one (1) full time Road Patrol Deputy at the Sheriff's Office due to a retirement beginning July 27, 2015. The Road Patrol position is budgeted for in the 2015 County Budget. I am requesting this position be filled in order to maintain adequate staffing.

**FINANCE/ECONOMICS:**

There will be no additional cost to Bay County for this position. This is a 2015 budgeted position (10131500), which has a starting rate of pay at \$15.75 per hour also is a POLC Union position.

**RECOMMENDATION:**

I am requesting approval and authorization for the hiring of a full time Road Patrol Deputy, and upon approval(s) to make necessary budget adjustments.

CC: Michael E. Lutz, Chairman Personnel/Human Services Committee  
Undersheriff Troy R. Cunningham  
Deanne Berger, Board Coordinator  
Crystal Hebert, Finance Officer  
Kim Pressnitz, Assistant Finance Officer  
Michele Reilly, Personnel  
File Copy

Is/Personnel.rd-position15

Phone: (989) 895-4050

*Public Safety Depends On You!*  
503 Third Street, Bay City, Michigan 48708

Fax: (989) 895-4058



- 31 -



Thomas L. Hickner  
Bay County Executive



Joel R. Strasz  
Public Health Director

1200 Washington Avenue  
Bay City, Michigan 48708

(989) 895-4003  
FAX (989) 895-4014  
TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

**TO:** Tim Quinn, Personnel Director & Corporation Counsel  
**FROM:** Joel R. Strasz, Health Director  
**DATE:** July 15, 2015  
**CC:** Michele Reilly, Mark Pickell, Kathleen Janer, Melissa Maillette  
**RE:** Position Request – Registered Nurse (Temporary)

**Request:** With two nurses soon to be on Medical leave, I would like to request permission to post a temporary (up to 40 Hours per week) full-time Registered Nurse to work in the Immunization, WIC and other needed divisions of the Health Department.

**Finance/Economics:** Funds for the position are currently budgeted. No general funds are necessary.

**Recommendation:** Please refer to the full board for approval, so that the position may be filled expediently.



Thomas L. Hickner  
Bay County Executive



Joel R. Strasz  
Public Health Director

1200 Washington Avenue  
Bay City, Michigan 48708

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TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

**TO:** Tim Quinn, Personnel Director & Corporation Counsel  
**FROM:** Joel R. Strasz, Health Director  
**DATE:** July 15, 2015  
**CC:** Michele Reilly, Mark Pickell, Kathleen Janer, Melissa Maillette  
**RE:** Position Request

**Request:** With Julie Chamberlain leaving, I would like to request permission to post a full-time Health Educator (PB05) in the Health Education and Emergency Management Division of the Health Department.

**Finance/Economics:** Funds for the position are currently budgeted. No general funds are necessary.

**Recommendation:** Please refer to the full board for approval, so that the position may be filled expediently.

**BAY COUNTY BOARD OF COMMISSIONERS**

**8/11/2015**

**RESOLUTION**

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (7/21/15)

RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies/new positions, monies for said positions to come from the respective departmental budgets:

- 1. Sheriff Department - Road Patrol Deputy (full time; \$15.75/hr. entry)
- 2. Health Department
  - a. Registered Nurse (temporary, full-time, \$17.04 to \$19.85/hr. depending on experience; NOTE: Available funds will be used with the possibility of using Health Department fund balance)
  - b. Health Educator (full time; \$37,273.60 entry)

RESOLVED That budget adjustments, if required, are approved; Be It Further

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

MICHAEL E. LUTZ, CHAIR  
AND COMMITTEE

Vacancies - August

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

Thomas L. Hickner  
Bay County Executive

Tammy Roehrs  
Director



Bay County Building 2nd Floor, Suite 202  
515 Center Avenue  
Bay City, MI 48708-5123  
(989) 895-4100  
Toll Free (877) 229-9960

FAX (989) 895-4094  
TDD (989) 895-4049  
Web Site: [www.baycounty-mi.gov/aging](http://www.baycounty-mi.gov/aging)  
E-mail: [divonaging@baycounty.net](mailto:divonaging@baycounty.net)

To: Tim Quinn, Personnel and Employee Relations Director  
From: Tammy Roehrs, Division on Aging Director  
Cc: Joel Strasz, Tom Hickner, Crystal Hebert  
Date: July 14, 2015  
RE: ACT 139 Reorganization Request

RECEIVED

JUL 14 2015

PERSONNEL DEPARTMENT

**BACKGROUND:**

The Elder Abuse Grant ends September 30, 2015 and the Elder Abuse Case Management position was listed as one of the top three services needed to help coordinate and identify the victim's needs, safety and independence from an abuser. This position has been effective in servicing the needs of nearly two dozen clients of abuse since November 2014. By reorganizing its current structure, the Division on Aging would be able to continue this vital program and continue services to victims without interruption. By upgrading the current Case Managers position (PB05) working under the Region VII grant funded programs to an In Home Services Manager (MB08), and transition the current In Home Services Coordinator to Services Coordinator which will allow for more management and oversight of the meals distribution system. The In Home Services Manager position would also benefit the senior population by providing the professional Case Management oversight to the growing demand for the need of In Home Services to seniors in Bay County.

**FINANCIAL/ ECONOMICS:**

The two positions, Case Manager and In Home Services Coordinator are currently funded under the Division on Aging budget. The additional funding for the In Home Services Manager 40 hour a week full time position (MB08) \$1,700.80 biweekly entry level progressing to \$1,884.80 after 4 years would be supported through the existing senior millage.

**RECOMMENDATION:**

The Division on Aging recommends the reorganizational plan, and seeks Board approval for all necessary budget adjustments relating to these changes.

**BAY COUNTY BOARD OF COMMISSIONERS**

**8/11/2015**

**RESOLUTION**

- BY: PERSONNEL/HUMAN SERVICES COMMITTEE (7/21/15)
- WHEREAS, The Elder Abuse Grant ends September 30, 2015 and the Elder Abuse Case Management position was listed as one of the top three services needed to help coordinate and identify the victim's needs, safety and independence from an abuser; and
- WHEREAS, This position has been effective in servicing the needs of nearly two dozen clients of abuse since November 2014; and
- WHEREAS, The Director of Division on Aging wishes to reorganize the Division on Aging's current structure to be able to continue this vital program and continue services to victims without interruption; and
- WHEREAS, It is recommended that the current Case Manager's position working under the Region VII grant-funded programs be upgraded to an In-Home Services Manager position and that the current In-Home Services Manager position be transitioned to a Services Coordinator position to allow for more management and oversight of the meals distribution system; and
- WHEREAS, The In-Home Services Manager position would also benefit the senior population by providing professional case management oversight addressing the growing demand for the need of in-home services to seniors in Bay County; and
- WHEREAS, The two positions, Case Manager and In-Home Services Coordinator, are currently funded under the Division on Aging budget and the additional funding for the In-Home Services Manager full time position (\$1,700.80 bi-weekly entry) would be supported through the existing senior millage; and
- WHEREAS, The Director of Personnel and Employee Relations concurs with the reorganization plan; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the Division on Aging reorganization plan (current Case Manager's position working under the Region VII grant-funded programs be upgraded to an In-Home Services Manager position and the current In-Home Services Manager position be transitioned to a Services Coordinator position to allow for more management and oversight of the meals distribution system); Be It Further
- RESOLVED That the additional funding for the In-Home Services Manager full time position (\$1,700.80 bi-weekly entry) shall come from the existing senior millage; Be It Finally
- RESOLVED That budget adjustments related to this reorganization are approved.

MICHAEL E. LUTZ, CHAIR  
AND COMMITTEE

Personnel Dept - Division on Aging Reorganization  
MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



Thomas L. Hickner  
Bay County Executive



Joel R. Strasz  
Public Health Director

1200 Washington Avenue  
Bay City, Michigan 48708

(989) 895-4003  
FAX (989) 895-4014  
TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

**TO:** Michael Lutz, Chairperson, Personnel/Human Services Committee  
**FROM:** Joel R. Strasz, Health Director  
**DATE:** July 15, 2015  
**CC:** Tom Hickner, Amber Johnson, Crystal Hebert, Kim Priessnitz, Barbara MacGregor, Kathy Janer, and Mark Pickell  
**RE:** Authorization to Renew Agreement with the Bay Health Plan

**BACKGROUND:**

Bay Health Plan is a nonprofit corporation whose purposes include promoting, organizing, managing, and administering programs to create a system of providing or arranging health care services for low-income persons who are not covered under other public or private health care programs. The BHP Corporation contracts under a separate agreement with certain providers to establish a program of health care service for certain persons for who health care is not available. Additionally, BHP acts as a resource to residents in assisting them in obtaining coverage through the federal marketplace website and/or through Medicaid expansion. The Health Department provides and arranges for the provision of health care services as part of its programs, and the County provides HIPAA compliant office space to BHP at BCHD. The existing agreement that was entered into on October 1, 2012 is subject to expire on September 30, 2015 and needs to be renewed.

**FINANCIAL CONSIDERATIONS:**

There are no adverse financial considerations for Bay County and no general funds are to be utilized. The Bay Health Plan Corporation continues its compensation to the County for services rendered under this Agreement. The County no longer sends intergovernmental transfers to the State of Michigan to support Indigent Care Agreement-based Disproportionate Share payments as this practice was discontinued through the Affordable Care Act. Additionally, the Health Department is set to subcontract with BHP for client services (i.e. obtaining health insurance and assistance in other programs) in the University Clinic.

**RECOMMENDATION:**

Upon favorable review by Corporation Counsel, the Health Department recommends the agreement be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this agreement.

BAY COUNTY BOARD OF COMMISSIONERS

8/11/2015

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (7/21/15)

WHEREAS, Bay Health Plan (BHP) is a nonprofit corporation whose purposes include promoting, organizing, managing, and administering programs to create a system of providing or arranging health care services for low-income persons who are not covered under other public or private health care programs; and

WHEREAS, The BHP Corporation contracts under a separate agreement with certain providers to establish a program of health care service for certain persons for who health care is not available and, also, acts as a resource to residents in assisting them in obtaining coverage through the federal marketplace website and/or through Medicaid expansion; and

WHEREAS, The Health Department provides and arranges for the provision of health care services as part of its programs, and the County provides HIPAA compliant office space to BHP at BCHD; and

WHEREAS, The existing agreement that was entered into on October 1, 2012 expires on September 30, 2015 and requires renewal; and

WHEREAS, No general funds are utilized as the Bay Health Plan Corporation continues its compensation to the County for services rendered under this Agreement. The County no longer sends intergovernmental transfers to the State of Michigan to support Indigent Care Agreement-based Disproportionate Share payments as this practice was discontinued through the Affordable Care Act. Additionally, the Health Department is set to subcontract with BHP for client services (i.e. obtaining health insurance and assistance in other programs) in the University Clinic; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves renewal of the Agreement between Bay County (Heath Department) and Bay Health Plan and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following legal review/approval; Be It

RESOLVED That budget adjustments related to renewal of the Bay Health Plan Agreement are approved.

MICHAEL E. LUTZ, CHAIR  
AND COMMITTEE

Health Dept - Bay Health Plan Agreement  
MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



Thomas L. Hickner  
Bay County Executive

Joel R. Strasz  
Public Health Director

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[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

**TO:** Michael Lutz, Chairperson, Personnel/Human Services Committee  
**FROM:** Joel R. Strasz, Health Director  
**DATE:** April 15, 2015  
**CC:** Tom Hickner, Amber Johnson, Crystal Hebert, Tim Quinn, Mark Pickell, Kathleen Janer, Melissa Maillette, Tammy Roehrs  
**RE:** Bay County Department of Community Health (Bay County Health Department) Plan of Organization

**Background:** Per Part 24, Section 333.2431 of the Michigan Public Health Code (P.A. 378 of 1978), all local health departments must submit and receive approval of its Plan of Organization by the Michigan Department of Community Health (MDCH) and demonstrate ability to provide required services.

As part of fulfilling this requirement, Bay County Department of Community Health (Health Department) must submit its Plan of Organization to the MDCH once every three years, and at least two months before the scheduled Local Health Department Accreditation. Additionally, the Health Department must submit documentation of local governing entity approval of its Plan.

**Finance and Economics:** There are no financial considerations at this time.

**Recommendation:** Upon favorable review by Corporation Council, the Health Department recommends its Plan of Organization be affirmed/approved and signed by the Board Chair and the County Executive.

BAY COUNTY BOARD OF COMMISSIONERS

8/11/2015

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (7/21/15)

WHEREAS, Per Part 24, Section 333.2431 of the Michigan Public Health Code (P.A. 378 of 1978), all local health departments must submit and receive approval of its Plan of Organization by the Michigan Department of Community Health (MDCH) and demonstrate ability to provide required services; and

WHEREAS, As part of fulfilling this requirement, Bay County Department of Community Health (Health Department) must submit its Plan of Organization to the MDCH once every three years, and at least two months before the scheduled Local Health Department Accreditation; and

WHEREAS, Additionally, the Health Department must submit documentation of local governing entity approval of its Plan; and

WHEREAS, There are no financial considerations at this time; Therefore, Be It RESOLVED That the Bay County Board of Commissioners approves the Plan of Organization for the Bay County Department of Community Health (Health Department).

MICHAEL E. LUTZ, CHAIR AND COMMITTEE

Health Dept - Plan of Organization

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include names like MICHAEL J. DURANCZYK, ERNIE KRYGIER, VAUGHN J. BEGICK, KIM J. COONAN, THOMAS M. HEREK, DONALD J. TILLEY, and MICHAEL E. LUTZ.

VOTE TOTALS: ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_ VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_ AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_