PERSONNEL/JUDICIAL COMMITTEE

A G E N D A

TUESDAY, AUGUST 16, 2011

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.		
	I	CALL TO ORDER
	II	ROLL CALL
1- 2	III	MINUTES (7/19/11)
	IV	PUBLIC INPUT
	V	PETITIONS AND COMMUNICATIONS
3- 4		A. Bay County Sheriff - BXBS Inmate Services Contract Renewal **(Seeking approval of contract renewal; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
5- 6		B. County Executive - Reorganization and Reclassification of Crystal Hebert and Kim Priessnitz, Finance Department **(Additional information will be distributed at meeting; seeking approval of reorganization/reclassification - proposed incomplete resolution attached)**
	VI	REFERRALS
	VII	UNFINISHED BUSINESS
	VIII	NEW BUSINESS
	IX	MISCELLANEOUS
	X	ADJOURNMENT

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

PERSONNEL/JUDICIAL COMMITTEE

MINUTES

MEETING OF THE PERSONNEL/JUDICIAL COMMITTEE ON TUESDAY, JULY 19, 2011, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 4:00 P.M. by Chair Ryder.

Roll call:

MOTION NO.

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

MOTION NO.

COMMISSIONERS PRESENT	12	13	14	15	16	17	18	19	20	21	22
TOM RYDER, CHAIR											
ERNIE KRYGIER, VICE CHAIR											
MICHAEL J. DURANCZYK											
BRANDON KRAUSE											
VAUGHN J. BEGICK											
KIM COONAN											
DONALD J. TILLEY, EX OFFICIO											

MOTION NO.

COMMISSIONERS PRESENT	23	24	25	26	27	28	29	30	31	32	33
TOM RYDER, CHAIR											
ERNIE KRYGIER, VICE CHAIR											
MICHAEL J. DURANCZYK											
BRANDON KRAUSE											
VAUGHN J. BEGICK											
KIM COONAN											
DONALD J. TILLEY, EX OFFICIO											

OTHERS PRESENT: C.RUPP, M.GRAY, M.FITZHUGH, C.HEBERT, T.QUINN, J.MILLER, M.HALSTEAD, T.STEWART, N.PEARCEY, R.REDMOND, BAY 3 TV, D.BERGER

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

MOTION NO.

NOTE: **In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department.**

1 **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE JUNE 21, 2011 PERSONNEL/JUDICIAL COMMITTEE MEETING AS PRINTED.**

Public input was called. Sheriff John Miller was present to introduce Troy Stewart, the new Jail Administrator, to the Commissioners. Mr. Stewart is retired from the Marine Corps. and is a welcome addition to the Sheriff Department.

The first request on the agenda was from the Personnel Director to fill a full time Animal Control Officer vacancy at the Animal Control Department. It was

2 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO POST/FILL A FULL TIME ANIMAL CONTROL OFFICER VACANCY AT THE ANIMAL CONTROL DEPARTMENT.**

It was noted that the update on employee/retiree health insurance program/ fund will be available at next month's Personnel/Judicial Committee meeting.

Also at next month's meeting will be a closed session for discussion/recommendation re negotiation of non-economic issues.

There being no further business, it was

3 **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:03 P.M.).**

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator

John E. Miller
Sheriff Of Bay County

Michael T. Janiskee
Undersheriff

Newt Jerome
Jail Administrator

TO: Tom Ryder, Chairperson
Personnel/Judicial Committee

FROM: Sheriff John E. Miller JE

DATE: July 28, 2011

RE: Blue Cross / Blue Shield Contract Renewal for Inmate Services
Renewal Term (August 2011 – April 2012)

BACKGROUND: Bay County has contracted with Blue Cross/Blue Shield (BCBS) in past years for an inmate Administrative Services Contract with updated language for new laws and regulations that were passed by Congress. The BCBS contract provides for certain medical coverage to county inmates while incarcerated. The BCBS program helps to defer medical expenses that would be otherwise incurred to the county. The BCBS contract is up for renewal August 2011- April 2012 and requires the Boards' support to continue their services.

FINANCE/ECONOMINCS: Funds are available in the County's 2011 budget year to continue BCBS inmate Administrative Services Contract (ASC). The ASC administrative charge, which represents cost paid by the county is 11%, remains the same as last year.

RECOMMENDATION: I am requesting the committee's approval and authorizations to continue the agreement with BCBS/ASC for the period of August 2011 to April 2012 and conduct necessary budget adjustments when required.

CC: Deanne Berger, BOC
Kim Priessnitz, Finance Supervisor
Marty Fitzhugh, Corp, Counsel
Undersheriff, Michael T. Janiskee
Troy Stewart, Jail Administrator
File Copy

Enclosure-1

Ls/P&J.BCBS-11renewal

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No. 2011-

BAY COUNTY BOARD OF COMMISSIONERS

9/13/11

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/16/11)

WHEREAS, The Bay County Inmate Services Contract with Blue Cross/Blue Shield is up for renewal for the August 2011 - April 2012 period; and

WHEREAS, The Administrative Services Agreement administrative charge, which represents the cost paid by the county, is 11%, the same as the last contract period; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Administrative Services Contract with Blue Cross/Blue Shield for the period August 2011 - April 2012 is approved and the Chairman of the Board authorized to execute said Agreement following legal review/approval; Be It Further

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

TOM RYDER, CHAIR
AND COMMITTEE

Sheriff Dept - BXBS ContractRenewal

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

OFFICE OF
BAY COUNTY EXECUTIVE
515 Center Avenue, Suite 401
Bay City, Michigan 48708-5125
(989) 895-4130 ● FAX (989) 895-7658

Thomas L. Hickner
County Executive

August 11, 2011

Tom Ryder, Chairman
Personnel /Judicial Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

RE: ***Personnel/Judicial Committee Agenda***

Dear Commissioner Ryder:

Please consider this item for the next meeting of the Personnel /Judicial Subcommittee.

Request: Re-organization and reclassification of two employees, Crystal Hebert and Kim Priessnitz in the Finance Department.

Background: In March 2010, Tim Quinn was appointed as the Finance Officer, in addition to his duties of Director of Personnel and Employee Relations. Crystal Hebert was appointed as Assistant Finance Officer (MB-13). It was anticipated and approved by the Board of Commissioners at that time that Ms. Hebert would assume the duties of Finance Officer at some point in the future, as she gained experience. Since that time, there has been significant turnover in the Finance Department which Ms. Hebert has handled admirably through a difficult budgetary process and two audits and a complicated implementation of a new financial software program.

During these trying times, Kim Priessnitz demonstrated leadership in helping to solve the day-to-day concerns of the financial system. At the same time, it has been demonstrated that there is an advantage to having a back-up person in the Finance Department.

Economics: Due to other reclassifications in two previous openings, these promotions will net out and be within the existing budget.

Thank you for your consideration.

Sincerely,

Tom Hickner
Bay County Executive

E-Mail: countyexecutive@baycounty.net Web: www.baycounty-mi.gov
TDD (Hearing Impaired) (989) 895-4049

No. 2011-

BAY COUNTY BOARD OF COMMISSIONERS

09/13/11

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/16/11)

WHEREAS, In March 2010 Tim Quinn was appointed as the Finance Officer in addition to his duties as Director of Personnel and Employee Relations; and

WHEREAS, Crystal Hebert was appointed as Assistant Finance Officer (MB-13) with the approved intent that Ms. Hebert would assume the establish of Finance Officer as she gained experience; and

WHEREAS, Since that time Ms. Hebert has gained the necessary experience and had performed admirably dealing with significant turnover in the Finance Department, a difficult budgetary process, two audits and a complicated implementation of a new financial software program; and

WHEREAS, In addition, Kim Priessnitz assumed additional duties and demonstrated leadership in helping to solve the day-to-day concerns of the financial system pointing to the need and the advantage of having a back-up person in the Finance Department; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners concurs with the reorganization of the Finance Department and the reclassification of Crystal Hebert to Finance Officer (from MB13 to_____) and the reclassification of Kim Priessnitz from MB11 to_____, adequate funds exist in the Finance Department budget.

TOM RYDER, CHAIR
AND COMMITTEE

Finance Dept - Reorg&Reclassification - Hebert & Priessnitz

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

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