

GENESEE COUNTY BOARD OF COMMISSIONERS

2014-12

ITEMS FOR BOARD ACTION
Wednesday, May 21, 2014 @ 9:00 a.m.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. INVOCATION**
- IV. PLEDGE TO THE FLAG**
- V. APPROVAL OF MINUTES**
- VI. PUBLIC ADDRESS BOARD**
- VII. COMMUNICATIONS**

SENIOR CITIZENS SERVICES ADVISORY COMMITTEE – NON-VOTING MEMBER

Choose Two (2) for a one-year term, expiring 05/31/15:

- Debra Gilbert (Incumbent): Genesee County Senior Directors Association
- Pam Keener, Genesee County Commission on Aging

VIII. REPORTS

BOARD OF COMMISSIONERS

Jamie W. Curtis, Chairperson
Ted Henry, Vice Chairperson

Report from Chairperson

COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

Ted Henry, Chairperson
Pegge Adams, Vice Chairperson

Report from Chairperson

FINANCE COMMITTEE

Mark Young, Chairperson
Tony Brown, Vice Chairperson

- 14-200 F01 Resolution ratifying expedited action by the Finance Committee establishing a temporary position of District Court Administration Specialist within the 67th District Court
- 14-201 F02 Resolution ratifying expedited action by the Finance Committee re-establishing and filling Court Clerk position within the Legal Division of the Clerk's Office
- 14-202 F03 Resolution ratifying expedited action by the Finance Committee re-establishing and filling Secretary position within the Prosecutor's Office with a temporary employee during leave of absence of incumbent employee
- 14-203 F04 Resolution ratifying expedited action by the Finance Committee re-establishing and filling Secretary position within the Office of the Register of Deeds
- 14-204 F05 Resolution approving line item transfer within the FY 2013/2014 Budget of the Office of the Sheriff
- 14-205 F06 Resolution reclassifying Administrative Secretary position within the Office of the Medical Examiner to full time
- 14-206 F07 Resolution re-establishing and filling Autopsy Assistant position within the Office of the Medical Examiner

Report from Chairperson

GOVERNMENTAL OPERATIONS COMMITTEE

Omar Sims, Chairperson
John Northrup, Vice Chairperson

- 14-207 G01 Resolution paying County bills
- 14-208 G02 Resolution authorizing Probate Court Judge F. Kay Behm to attend the 2014 Probate Judges Summer Conference in Traverse City, Michigan, June 22 - 25, 2014
- 14-209 G03 Resolution approving one-year extension of contract with Mt. Morris Consolidated Schools for educational services at GVRC

- 14-210 G04 Resolution approving County overtime
- 14-211 G05 Resolution authorizing submission of FY2015 Community Corrections Comprehensive Plan application to MDOC-OCA
- 14-212 G06 Resolution approving Policy for Closure of County Facilities during Inclement Weather and Other Circumstances Beyond the County's Control
- 14-213 G07 Resolution authorizing submission of an application for a FY2015 Urban Drug Court Initiative grant (On agenda with permission of Board and Governmental Operations Committee Chairpersons)
- 14-214 G08 Resolution approving Department of Veterans Services travel to the Michigan Association of County Veterans Counselors Conference in Grand Rapids, Michigan, June 8 -14, 2014 (On agenda with permission of Board and Governmental Operations Committee Chairpersons)
- 14-215 G09 Resolution approving Memorandum of Agreement with the State of Michigan for the implementation of the SRMS software within the Office of the Sheriff and the County Jail

Burial Claims

Report from Chairperson

HUMAN SERVICES COMMITTEE

Brenda Clack, Chairperson

Archie Bailey, Vice Chairperson

- 14-216 H01 Resolution authorizing GCCARD to submit a request for a Head Start transportation waiver for FY2014-2015
- 14-217 H02 Resolution approving Health Department request to authorize Public Health Nursing Supervisor to attend the 2014 National TB Conference in Atlanta, Georgia, June 11 - 13, 2014

Report from Chairperson

PUBLIC WORKS COMMITTEE

Tony Brown, Chairperson
Mark Young, Vice Chairperson

- 14-218 P01 Resolution granting Building & Grounds request to approve one-year contract extensions to janitorial services contracts with ABM Janitorial Services and Scioto Services, LLC.
- 14-219 P02 Resolution approving NSP demolition contract with Bedrock Building, Inc.
- 14-220 P03 Resolution granting Planning Commission request to approve a one-year contract extension to the contract with Environmental Testing and Consulting, Inc., for lead and asbestos inspection services in County facilities
- 14-221 P04 Resolution granting GIS Department request to transfer ownership of CORS station equipment to State of Michigan

Report from Chairperson

LAUDATORY RESOLUTIONS

- 14-L47 Angela D. Hood
- 14-L48 Apostle Juanita Crump
- 14-L49 Carol Alexander
- 14-L50 Desiree A. Lawson
- 14-L51 Faith Green Timmons
- 14-L52 Phyllis McCree
- 14-L53 Bernadell Jefferson
- 14-L54 Skaff Furniture Carpet One
- 14-L55 Graff Chevrolet
- 14-L56 Bishop Airport
- 14-L57 Beatrice Forniss
- 14-L58 Gwendolyn E. Boyd
- 14-L59 Bernice Fordham

IX. UNFINISHED BUSINESS

X. NEW AND MISCELLANEOUS BUSINESS

XI. OTHER BUSINESS

XII. ADJOURNMENT

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby ratifies the expedited action taken May 7, 2014, by the Finance Committee of this Board authorizing the request by the 67th District Court Administrator to establish and fill a temporary position of District Court Administration Specialist within the 67th District Court, said position being necessary for the implementation of the new Judicial Information System software (a copy of the memorandum request dated April 23, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

BE IT FURTHER RESOLVED, that this Board further ratifies the finding of extenuating circumstances supporting waiver of the hiring freeze, and the directive to the Director of the Human Resources Department to have the necessary personnel position number created, as necessary, for said position and to commence the hiring process so that the position may be filled as soon as practicable in accordance with County policy and any applicable collective bargaining agreement.

FINANCE COMMITTEE

F050714VIA
ACT:ms
05-09-14
05-21-F01

F01

14-201

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby ratifies the expedited action taken May 7, 2014, by the Finance Committee of this Board, to approve the request by the Clerk/Register to authorize re-establishing and filling a Court Clerk position within the Legal Division of the Clerk's Office, said position, position number 21035, having been vacated in March 2014 due to the promotion of the individual holding the position, (a copy of the memorandum request dated April 10, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

BE IT FURTHER RESOLVED, that this Board finds that extenuating circumstances exist supporting waiver of the hiring freeze, and the Director of the Human Resources Department is directed to have the necessary personnel position number created, as necessary, for said position and to commence the hiring process so that the position may be filled as soon as practicable in accordance with County policy and any applicable collective bargaining agreement.

FINANCE COMMITTEE

F050714VIIB
ACT:ms
05-09-14
05-21-F02

F02

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby ratifies the expedited action taken May 7, 2014, by the Finance Committee of this Board authorizing the request by the Prosecuting Attorney to re-establish a Secretary position in the Office of the Prosecuting Attorney, said position expected to be vacant on approximately May 31, 2014, due to the leave of absence of the individual holding the position (a copy of the memorandum request dated April 15, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

BE IT FURTHER RESOLVED, that the request to immediately fill this position with a temporary worker pending the return of the incumbent employee from her leave of absence is approved.

BE IT FURTHER RESOLVED, that this Board further ratifies the finding of extenuating circumstances supporting waiver of the hiring freeze, and the directive to the Director of the Human Resources Department to have the necessary personnel position number created, as necessary, for said position and to commence the hiring process so that the temporary position may be filled as soon as practicable in accordance with County policy and any applicable collective bargaining agreement.

FINANCE COMMITTEE

F050714VIIC
ACT:ms
05-09-14
05-21-F03

F03

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby ratifies the expedited action taken May 7, 2014, by the Finance Committee of this Board authorizing the request by the Clerk/Register to re-establish a Secretary position within the Office of the Register of Deeds, said position expected to be vacant on approximately May 5, 2014, due to the transfer of the individual holding the position to another Department (a copy of the memorandum request dated April 24, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

BE IT FURTHER RESOLVED, that this Board further ratifies the finding of extenuating circumstances supporting waiver of the hiring freeze, and the directive to the Director of the Human Resources Department to have the necessary personnel position number created, as necessary, for said position and to commence the hiring process so that the position may be filled as soon as practicable in accordance with County policy and any applicable collective bargaining agreement.

FINANCE COMMITTEE

F050714VIID
ACT:ms
05-09-14
05-21-F04

F04

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby approves the request by the Sheriff to authorize the transfer of \$1,742.00 from the Janitorial Supplies line item within the FY 2013/2014 Budget for the Office of the Sheriff (Fund No. 101.3030.35175.000) to the following line items:

Fund Number	Account Name	Adjustment
101.3030.30015.000	Salary Permanent	\$ 901.00
101.3030.30080.000	Longevity	\$ 36.00
101.3030.33010.000	FICA	\$ 72.00
101.3030.33085.000	Life Insurance	\$ 17.00
101.3030.33095.000	Retirement	\$ 497.00
101.3030.33110.000	Workers Comp	\$ 30.00
101.3030.33125.000	Unemployment	\$ 1.00
101.3030.33126.000	Post Retirement	\$ 188.00
<i>Total</i>		<i>\$ 1,742.00</i>

BE IT FURTHER RESOLVED that the Controller is authorized to make the necessary adjustments to implement the transfer (a copy of the e-mail request from the Undersheriff dated April 30, 2014, being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

FINANCE COMMITTEE

F050714VIE
ACT:ms
05-09-14
05-21-F05

F05

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby approves the request by the Medical Examiner to reclassify the part-time Administrative Secretary position within the Office of the Medical Examiner to a full-time position effective May 19, 2014, with the increased cost to be paid from revenue generated by Medical Examiner Services agreements with other counties (a copy of the memorandum request dated April 24, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

FINANCE COMMITTEE

F050714VIIF

ACT:ms

05-09-14

05-21-F06

F06

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE
COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, hereby approves the request by the Medical Examiner to re-establish and fill the Autopsy Assistant position within the Office of the Medical Examiner, said position being vacant due to a long-term leave of absence by the incumbent employee which is expected to continue indefinitely (a copy of the memorandum request dated April 24, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Finance Committee of this Board).

BE IT FURTHER RESOLVED, that the request to immediately fill this position with a temporary employee pending the hiring of a permanent employee is approved.

BE IT FURTHER RESOLVED, that this Board ratifies the finding that extenuating circumstances support waiver of the hiring freeze, and the Director of the Human Resources Department is directed to have the necessary personnel position number created, as necessary, for said position and to commence the hiring process so that the position may be filled as soon as practicable in accordance with County policy and any applicable collective bargaining agreement.

FINANCE COMMITTEE

F050714VII Ga
ACT:ms
05-09-14
05-21-F07a

F07a

14-207

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County,
Michigan, allows and authorizes the payments of bills, claims, and obligations for the
County of Genesee in the amount of \$3,751,181.07 for the period ending April 25, 2014,
including \$63,729.73 from the General Fund; and \$880,984.51 for the period ending May
2, 2014, including \$118,551.31 from the General Fund.

GOVERNMENTAL OPERATIONS COMMITTEE

G051414VIA
ACT:ms
05-16-14
05-21-G01

G01

14-708

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED that this Board of Commissioners of Genesee County, Michigan, authorizes Probate Court Judge F. Kay Behm to attend the 2014 Probate Judges Summer Conference in Traverse City, Michigan, June 22 - 25, 2014, at a cost not to exceed \$560.00, funded through the Training Public line item (Fund No. 101.00.00.1485.46505) within the FY 2013-2014 Probate Court budget (a copy of the memorandum request dated May 1, 2014, and supporting documentation being on file with the official records of the May 14, 2014, meeting of the Governmental Operations Committee of this Board).

GOVERNMENTAL OPERATIONS COMMITTEE

G051414VIIC
ACT:ms
05-16-14
05-21-G02

G02

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, grants the request by the Director of the Genesee Valley Regional Center to approve the one-year extension of the contract with Mt. Morris Consolidated Schools for the provision of educational services at the Center, funded through Fund No. 292.00.00.6630.46275.000, and that the Chairperson is authorized to execute the contract extension on behalf of Genesee County (a copy of the memorandum request dated May 1, 2014, and supporting documentation being on file with the official records of the May 14, 2014, meeting of the Governmental Operations Committee of this Board).

GOVERNMENTAL OPERATIONS COMMITTEE

G051414VIID
ACT:ms
05-16-14
05-21-G03

G03

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

WHEREAS, pursuant to the procedures mandated in this Board's Resolution #08-05, certain departments have submitted funding requests and asserted justifications for overtime for the period of June 1, 2014, through June 30, 2014, such requests and asserted justifications appearing in the official records of the May 14, 2014, meeting of the Governmental Operations Committee of this Board; and

WHEREAS, said Committee, upon review and consideration of said requests and asserted justifications, has recommended certain funding for the overtime activities requested for funding, as above referenced, by the Departments and/or Divisions of Departments as listed on the following schedule.

NOW, THEREFORE, BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the sum of \$8,483.00 is appropriated from General Fund Contingencies - Reserve for Overtime (Fund No. 101.00.00.9010.70075.000) and allocated as specified to the Overtime Account (No. 30055) of the respective departments as detailed below:

<u>Account</u>	<u>Department</u>	<u>Amount</u>
101.00.00.1311	Circuit Court	1,081
101.00.00.1320	Jury Board	0
101.00.00.1360	District Court	802
101.00.00.1390	Family Court	0
101.00.00.1485	Probate Court	0
101.00.00.2160	County Clerk	558
101.00.00.2292	Prosecutor	0
101.00.00.2310	Court Services	0

101.00.00.2364	Register of Deeds	0
101.00.00.2530	Treasurer's Office	1,091
101.00.00.3020	Sheriff Court Security-Transport	0
101.00.00.3025	Sheriff Court Security-Transport-McCree	0
101.00.00.3028	Sheriff Court Security-Transport-Probate	0
101.00.00.3030	Sheriff Corrections Division	0
101.00.00.3050	Sheriff Administration	0
101.00.00.3110	Sheriff Investigative Division	0
101.00.00.3111	Sheriff Drug Team	0
101.00.00.3145	Sheriff Overtime	0
101.00.00.3160	Sheriff Marine Section	0
101.00.00.3205	Sheriff Tether	0
205.00.00.4300	Animal Shelter	0
623.00.00.2236	Controller	0
628.00.00.2582	IT	0
630.00.00.2332	Purchasing	0
631.00.00.2653	Building and Grounds	2,201
631.00.00.2656	Building and Grounds – McCree	0
631.00.00.3030	Building and Grounds – Jail	0
645.00.00.2334	Motor Pool	250
670.00.00.2260	Human Resources	2,500

TOTAL	<u>\$ 8,483</u>
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to cover all anticipated overtime costs during the month of June 2014 in these departments.

GOVERNMENTAL OPERATIONS COMMITTEE

G051414VIIIE

ACT:ms

05-14-14

05-21-G04

G04

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County, Michigan, grants the request by the Community Corrections Coordinator to submit the FY2015 Community Corrections Comprehensive Plan application to the Michigan Department of Corrections, Office of Community Alternatives, and that the Chairperson is authorized to execute the application on behalf of Genesee County if necessary (a copy of the memorandum request dated May 14, 2014, and supporting documentation being on file with the official records of the May 14, 2014, meeting of the Governmental Operations Committee of this Board).

GOVERNMENTAL OPERATIONS COMMITTEE

G051414VIIF
ACT:ms
05-16-14
05-21-G05

G05

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, that this Board of Commissioners of Genesee County,
Michigan, hereby approves and adopts the attached policy document entitled:

**POLICY FOR CLOSURE OF COUNTY FACILITIES
DURING INCLEMENT WEATHER AND OTHER
CIRCUMSTANCES BEYOND THE COUNTY'S CONTROL**

BE IT FURTHER RESOLVED that the Director of the Human Resources
Department is hereby directed to provide a copy of said policy to each County Department
Head. (a copy of the memorandum request from Corporation Counsel dated May 9, 2014,
being on file with the official records of the May 14, 2014, meeting of the Governmental
Operations Committee of this Board).

GOVERNMENTAL OPERATIONS COMMITTEE

G051414VIIG
ACT:ms
05-16-14
05-21-G06

G06

POLICY FOR CLOSURE OF COUNTY FACILITIES DURING SEVERE INCLEMENT WEATHER AND OTHER CIRCUMSTANCES BEYOND THE COUNTY'S CONTROL

The Board of Commissioners recognizes that the County has a vested interest in the safety and well-being of its employees. At the same time, this Board recognizes the importance of the services provided to the citizens of Genesee County by County offices. Concurrently, it recognizes that there are significant costs that occur as a result of closing County facilities. For these reasons, it is the general policy of this Board that County facilities will not close during severe inclement weather or other circumstances beyond the County's control.

This document will outline the policies and procedures governing the determination of whether County facilities will close in a particular instance, and the effect of such closure.

I. Definitions

For the purposes of this policy, the following terms have the meanings prescribed in this Section. Examples are provided for demonstrative purposes and are not intended to be an exhaustive list.

- a. "Circumstances beyond the County's control" means the existence of conditions at a County office or facility making it impossible or unreasonably difficult for County business to be performed at that facility. Examples of circumstances beyond the County's control are the extended loss of essential utilities such as electricity or water, the failure of essential building systems or structures, or a situation qualifying as an "other emergency" as defined by this Policy.
- b. "Essential Employees" are employees within the Building & Grounds Department, the Genesee Valley Regional Center, and the Office of the Genesee County Sheriff.
- c. "Severe Inclement Weather" means weather conditions resulting from rain, ice, snow, flood, or other storm that limit travel by County residents and employees, or pose a widespread risk of injury to persons or property. Examples of severe inclement weather include tornadoes and floods, as well as severe thunderstorms, blizzards, or ice storms that make travel dangerous.
- d. "Other Emergency" means a situation posing a widespread risk of injury to persons or property. Examples of other emergencies include fire, explosion, release of hazardous materials, bomb threats, terrorist attack, or mass shooting.

II. Application

This policy applies to all County offices and facilities except the Office of the Sheriff, the Genesee County Jail, the 7th Circuit Court, and the 67th District Court. The Sheriff and the Chief Judge of Genesee County Courts are authorized to develop and implement policies for closure of facilities under their supervision.

The Board Chairperson shall consult with the Sheriff as the County's appointed Emergency Manager and the Chief Judge prior to exercising any authority granted herein.

III. County Employees Expected to Report if Able

Unless excused from work by action of the Board Chairperson as described below, County employees are expected to make every reasonable effort to maintain regular work schedules.

- a. When severe inclement weather exists and the Board Chairperson has not excused County employees from work, employees are expected to plan ahead, where possible, and to allow for extra travel time so as to allow them to arrive promptly and safely at work. Supervisors are authorized to exercise discretion regarding employee punctuality.
- b. During severe inclement weather, employees are expected to use their own reasonable judgment as to whether it is safe to travel to work. Employees shall be permitted to use banked Personal Time, Vacation Time, Comp Time, or to take unpaid time in the event they have determined that conditions are too severe for travel. Any such absence shall be considered an excused absence under any applicable attendance policy or collective bargaining agreement.

IV. Criteria to be Considered for Closure

The Board Chairperson is authorized to close one or more County offices to the public due to severe inclement weather or circumstances beyond the County's control. The Board Chairperson is further authorized to excuse, with pay, employees from their regularly scheduled work shifts where necessary in such severe inclement weather or circumstances beyond the County's control. In the absence or unavailability of the Chairperson, the Vice Chairperson, is authorized to act with the authority of the Chairperson. In the absence of both the Chairperson and the Vice Chairperson, the Chairperson of the Governmental Operations Committee of the Board is authorized to act with the authority of the Chairperson.

When considering whether to close any County facility or office, the Board Chairperson shall consider the following:

- a. Public safety;

- b. The safety of County employees;
- c. The public need for the service provided by that facility or office;
- d. The operational needs of the County; and
- e. The expense of a closure.

In addition, the Board Chairperson shall consult with the Sheriff as the County's designated Emergency Manager and the Chief Judge of Genesee County Courts prior to issuing any decision regarding closure.

V. Effects of Closure

When the Chairperson determines that circumstances warrant closure of a County office or facility, he or she shall determine whether the office or facility shall be closed to the public but otherwise remain in operation, or whether the employees at that office or facility will be excused from their regularly scheduled work shifts.

- a. *County Offices Closed to the Public.* If a County office is to be closed to the public pursuant to this policy, employees are expected to report for their regularly scheduled shift unless excused from work by action of the Board Chairperson. The Board Chairperson shall ensure that appropriate public notice of the closure is provided by methods that shall include, but are not limited to, local television and radio stations and the County's web page.
- b. *Employees Responsible for Their Own Safety.* During severe inclement weather conditions, employees are expected to use their own reasonable judgment as to whether it is safe to travel to work. Employees shall be permitted to use banked Personal Time, Vacation Time, Comp Time, or to take unpaid time to account for their absence in the event they have determined that conditions are too severe to travel.
- c. *Excused Absences to Care for Family.* In the event of severe inclement weather or other emergency, employees shall be permitted to leave work to ensure the safety of their families or property. Employees shall be permitted to use banked Personal Time, Vacation Time, Comp Time, or to take unpaid time to account for their absence in the event they do so. Any such absence shall be excused under any applicable attendance policy or collective bargaining agreement. Department Heads are authorized to require employees within their Departments to notify their supervisors prior to leaving work pursuant to this policy.
- d. *Employees Excused from Work.* If the Chairperson determines that employees are excused from their regularly scheduled work shifts pursuant to this policy:

- i. Employees subject to a collective bargaining agreement shall be treated in accordance with the terms of the applicable collective bargaining agreement.
 - ii. Other employees shall be paid for the straight time hours that they were scheduled to work. Employees who were not scheduled to be at work because of approved Personal, Vacation, or Comp time will be paid in accordance with that approved time off, and their Personal, Vacation, or Comp time bank shall be reduced accordingly.
- e. *Essential Employees.* If the Chairperson determines that employees at a particular County office or facility are to be excused from their regularly scheduled shifts, essential employees assigned to that office or facility are not so excused unless expressly included by the Chairperson.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the Genesee County Drug Court is authorized to submit an application for a FY2015 Urban Drug Court Initiative grant in the amount of \$200,000.00 for continuation funding for the Genesee County Drug Court Program.

BE IT FURTHER RESOLVED that the Chairperson is authorized to execute the grant application on behalf of Genesee County; and that the Board secretary is directed to file a copy of the memorandum request dated May 16, 2014, with the official records of this meeting of the Board.

GOVERNMENTAL OPERATIONS COMMITTEE
(On agenda with permission of Board and
Governmental Operations Committee Chairpersons)

G _____
ACT:ms
05-19-14
05-21-G07

G07

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED that this Board of Commissioners of Genesee County, Michigan, authorizes four employees from the Department of Veterans Services to attend the Michigan Association of County Veterans Counselors Conference in Grand Rapids, Michigan, June 8 -14, 2014, at a cost not to exceed \$1,600.00, funded through the existing FY 2013-2014 Department of Veterans Services budget; and that the Board secretary is directed to file a copy of the memorandum request dated May 15, 2014, and supporting documentation, with the official records of this meeting of the Board.

GOVERNMENTAL OPERATIONS COMMITTEE
(On agenda with permission of Board and
Governmental Operations Committee Chairpersons)

G_____
ACT:ms
05-19-14
05-21-G08

G08

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the request by the Sheriff to approve the Memorandum of Agreement with the State of Michigan for the implementation of the Statewide Records Management System software within the Office of the Sheriff and the County Jail is approved, and that the Sheriff is authorized to execute on behalf of Genesee County a Memorandum of Agreement substantially conforming to the Memorandum of Agreement submitted with the memorandum request dated April 28, 2014, and supporting documentation, on file with the official records of the April 30, 2014, meeting of the Governmental Operations Committee of this Board.

GOVERNMENTAL OPERATIONS COMMITTEE

G043014VIIH

ACT:ms

05-01-14

05-21-G09

G09

14-216

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the request by the Genesee County Community Action Resource Department to authorize the submission of a request for a Head Start transportation waiver to the Head Start Regional Office for FY2014-2015 is approved, and that the Chairperson is authorized to execute the request on behalf of Genesee County (a copy of the memorandum request dated May 7, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Human Services Committee of this Board).

HUMAN SERVICES COMMITTEE

H050714VIA2

ACT:ms

05-09-14

05-21-H01

H01

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED that this Board of Commissioners of Genesee County, Michigan, authorizes the Public Health Nursing Supervisor in the Health Department to attend the 2014 National TB Conference in Atlanta, Georgia, June 11 - 13, 2014, at a cost not to exceed \$1710.00, funded through a grant from the State of Michigan TB Program (a copy of the memorandum request dated May 7, 2014, and supporting documentation being on file with the official records of the May 7, 2014, meeting of the Human Services Committee of this Board).

HUMAN SERVICES COMMITTEE

H050714VIIB1
ACT:ms
05-09-14
05-21-H02

H02

14-218

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the request by the Director of the Building & Grounds Department to approve the one-year contract extensions to the contracts with ABM Janitorial Services and Scioto Services, LLC, for janitorial services in County facilities, is approved, and that the Chairperson is authorized to execute the contract extensions on behalf of Genesee County (a copy of the memorandum request from the Purchasing Manager dated May 8, 2014, and supporting documentation being on file with the official records of the May 14, 2014, meeting of the Public Works Committee of this Board).

PUBLIC WORKS COMMITTEE

P051414VIA
ACT:ms
05-16-14
05-21-P01

P01

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the request by the Genesee County Metropolitan Planning Commission to approve a contract for demolition services with Bedrock Building, Inc., arising out of RFP #14-003, funded through the Neighborhood Stabilization Program, is approved, and that the Chairperson is authorized to execute the contract on behalf of Genesee County (a copy of the memorandum request dated May 8, 2014, and a copy of the contracts being on file with the official records of the May 14, 2014, meeting of the Public Works Committee of this Board).

PUBLIC WORKS COMMITTEE

P051414VIB
ACT:ms
05-16-14
05-21-P02

P02

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the request by the Director-Coordinator of the Genesee County Metropolitan Planning Commission to approve a one-year contract extension to the contract with Environmental Testing and Consulting, Inc., for lead and asbestos inspection services in County facilities is approved, and that the Chairperson is authorized to execute the contract extension on behalf of Genesee County (a copy of the memorandum request from the Purchasing Manager dated May 7, 2014, and supporting documentation being on file with the official records of the May 14, 2014, meeting of the Public Works Committee of this Board).

PUBLIC WORKS COMMITTEE

P051414VIC
ACT:ms
05-16-14
05-21-P03

P03

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of Commissioners of Genesee County, Michigan, that the request by the Director of the GIS Department to approve the Letter of Agreement with the State of Michigan approving the transfer of the GPS receiver, antenna, and other equipment associated with the Continuously Operation Reference Station located on Road Commission property, is approved, and that the Chairperson is authorized to execute the Letter of Agreement on behalf of Genesee County (a copy of the memorandum request dated May 7, 2014, and supporting documentation, being on file with the official records of the May 14, 2014, meeting of the Public Works Committee of this Board).

PUBLIC WORKS COMMITTEE

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ACT:ms

05-16-14

05-21-P04

P04