

**Democratic Caucus Leadership Meeting**  
**5:30 pm, Tuesday, November 26, 2024**  
**Conference Room A, Hilliard Building, 121 E. Maple, Mason**  
**virtually at <https://ingham.zoom.us/j/86246962326>**

**Agenda**

Call to Order

Approval of the Minutes

Limited Public Comment

1. Proposed Revisions to Democratic Caucus Rules
2. Board Leadership elections (Board Chair, Board Vice Chair, Dem Caucus Chair, Dem. Caucus Vice Chair, Dem Caucus Treasurer).
3. Board of Commissioners committee assignments (selected based on seniority)
4. Committee chairs (based on seniority and in alphabetical order)
5. Commissioner advisory board and commission liaison positions
6. Other Appointments
7. Caucus Treasurer Report: (Comm. Johnson)
8. Commissioner Concerns
9. Other Issues
10. Liaison Committee Report
11. Items/Amendments for Tonight's Board Meeting

Adjournment

Ingham County Board of Commissioners  
Democratic Caucus Meeting  
November 12, 2024  
Draft Minutes

Members Present: Sebolt, Celentino, Grebner, Johnson, Lawrence, Morgan, Peña, Pawar, Polsdofer, Tennis, and Trubac.

Members Absent: Cahill.

Others Present: Commissioner Maiville, Commissioner Ruest, Rudolph Reyes, Becky Bennett, Gordon Love, Jared Cypher, Anika Ried and others.

1. Call to Order

The meeting was called to order by Chairperson Lawrence at 6:00 p.m. in the Board of Commissioners Room of the Courthouse, 341 South Jefferson, Mason, MI. Virtual public participation was offered via Zoom at <https://ingham.zoom.us/j/86246962326>.

2. Approval of the Minutes

MOVED BY COMM. PEÑA, SUPPORTED BY COMM. GREBNER, TO APPROVE THE MINUTES OF THE OCTOBER 22, 2024 DEMOCRATIC CAUCUS MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Cahill.

3. Limited Public Comment

Rudolph Reyes, Labor Council of Latin American Advancement Representative, expressed their displeasure with the resolution received from Livingston County regarding their intent to monitor and document contacts between illegal immigrants and the Livingston County Sheriff's Office.

Chairperson Lawrence clarified that Ingham County received communications from other counties frequently and it did not mean that Ingham County endorsed them.

4. Appointments

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. GREBNER, TO REAPPOINT JOSEPHINE WASHINGTON TO THE COMMUNITY HEALTH CENTER BOARD.

THE MOTION CARRIED.

**Yeas:** Celentino, Grebner, Johnson, Lawrence, Morgan, Peña, Pawar, Polsdofer, Tennis, Trubac **Nays:** Sebolt **Absent:** Cahill

MOVED BY COMM. POLSDOFER, SUPPORTED BY COMM. PAWAR, TO REAPPOINT STEPHANIE THOMAS AND BRETT MARR TO THE PARKS COMMISSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Cahill.

MOVED BY COMM. PEÑA, SUPPORTED BY COMM. JOHNSON, TO REAPPOINT AMBER DENNEY, ALEXANDER WOODS, AND DANA WATSON TO THE RACIAL EQUITY TASK FORCE.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Cahill.

5. Liaison Committee Report
6. Commissioner Concerns
7. Caucus Treasurer Report/Ads and Sponsorships

Commissioner Johnson stated the Democratic Caucus Treasurer's Report had been provided and not changed, though the report period should be 10/22/2024 – 11/12/2024.

The Democratic Caucus Treasurer's Report was included in the minutes as Attachment A.

MOVED BY COMM. SEBOLT, SUPPORTED BY COMM. TENNIS, TO ACCEPT THE TREASURER'S REPORT.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Cahill.

8. Other Issues
9. Items/Amendments for Tonight's Board Meeting

None.

10. Adjournment

The meeting was adjourned at 6:21 p.m.

**Attachment A: Democratic Caucus Treasurer's Report**

**TREASURER'S REPORT**  
Ingham County Board of Commissioners  
Democratic Caucus

Report Period: 10/22/2024 - 10/22/24

<b>Beginning Balance</b>	\$1017.35	\$1017.35
<b>Total Income</b>	-	
Subtotal		\$1017.35
Dues		
<b>Total Expenditures</b>	-	-
Subtotal	\$1,017.35	\$1,017.35
<b>Ending Balance</b>	\$1,017.35	\$1,017.35

## CURRENT RULES

# **RULES OF THE DEMOCRATIC CAUCUS OF THE INGHAM COUNTY BOARD OF COMMISSIONERS**

**As Amended November 14, 2023**

1. The Democratic Caucus of the Ingham County Board of Commissioners meets in November or December each year and selects, by a majority vote of Democratic Commissioners, its nominees for Board of Commissioners leadership for the following year. This process can also be initiated during any meeting of the Democratic Caucus by a two-thirds vote of Democratic Caucus members currently serving.
2. The Democratic Caucus will select, by a majority vote of Democratic Caucus members elected or appointed to serve during the following year, its nominees for Chairperson of the Board of Commissioners and Vice Chairperson of the Board of Commissioners. The Caucus shall also select, by a majority vote of those elected or serving the following year, a Caucus Chairperson, a Caucus Vice Chairperson and a Caucus Treasurer.
3. Each Democratic Commissioner in order of seniority from most to least, chooses one Standing Committee to serve on. After each Democratic Commissioner has made one selection, each makes a second selection in order of seniority, providing that:
  - a. No Standing Committee shall include more than the allocated number of Democrats, given the proportion of Democratic Commissioners on the entire Board. Seniority shall be determined by the total number of years and months having served on the Board, whether continuous or interrupted service.
  - b. Where Commissioners have equal seniority, the selection order shall be alphabetical for the first year following election and reverse alphabetical for the second year.
  - c. The Board Chairperson and Vice Chairperson shall not serve on the same liaison committees.
4. Selection of Standing Committee Chairs. Using the order of seniority as defined above, a Democratic Commissioner may choose to chair a Standing Committee, providing that:
  - a. Each Standing Committee shall have only one Chair.
  - b. The Board Chairperson and Vice Chairperson are ineligible to chair Committees.
  - c. Standing Committee Chairs must have at least two year's experience on the Board and have served at least one year on the Committee they chair, provided however, that a person having chaired the Board for at least one year will be considered to have had at least one year's experience on each Standing Committee.
  - d. Commissioners chairing a Standing Committee during the previous year shall be ineligible to chair a Standing Committee during the succeeding year unless chair vacancies remain after all eligible Democratic Commissioners have exercised their option to chair Standing Committee.
  - e. If no Democratic Commissioner who did not chair a committee during the previous year is available and willing to chair a given committee, the first-term Democratic Members

will be given the opportunity to elect to chair it, provided they will have had at least one full year's experience serving on that committee.

- f. The Vice-Chair of the Board will chair Caucus in the absence of the Caucus Chair.
5. The Chairperson-elect agrees to appoint Standing Committee membership and chairs as selected by the Democratic Caucus at the first Board meeting in January and appoints remaining committee members after receiving recommendations from the Republican Caucus. The Board Chairperson shall appoint Vice-Chairs of Standing Committees.
6. The Democratic Caucus discusses and by vote of a majority of its membership recommends Commissioner appointments and liaisons to Special Committees, Boards, Commissions, etc., giving major consideration to the wishes of individual Commissioners. The Board Chairperson agrees to follow these recommendations in making appointments.
7. The Democratic Caucus will meet as needed (other than before Board meetings) to discuss substantive issues. The Democratic Caucus does not require its members to conform to a Caucus position on substantive issues, but only on matters of appointment and related procedural votes. A Commissioner may be given leave by the majority of the membership of the caucus to oppose an appointment if approved at a meeting of the caucus.
8. Caucus Participation. The Democratic Caucus will be open to all Democratic Commissioners who agree to support Caucus selections for leadership and committee positions, agree to support Caucus recommendations for citizen board appointments (unless the caucus grants leave to oppose) and agree to participate in good faith in Caucus discussions.

## PROPOSED RULES

### RULES OF THE DEMOCRATIC CAUCUS OF THE INGHAM COUNTY BOARD OF COMMISSIONERS

As Amended November 14, 2023

1. The Democratic Caucus of the Ingham County Board of Commissioners meets in November or December each year and selects, by a majority vote of Democratic Commissioners, its nominees for Board of Commissioners leadership for the following year. This process can also be initiated during any meeting of the Democratic Caucus by a two-thirds vote of Democratic Caucus members currently serving.
2. The Democratic Caucus will select, by a majority vote of Democratic Caucus members elected or appointed to serve during the following year, its nominees for Chairperson of the Board of Commissioners and Vice Chairperson of the Board of Commissioners. The Caucus shall also select, by a majority vote of those elected or serving the following year, a Caucus Chairperson, a Caucus Vice Chairperson and a Caucus Treasurer.
3. Each Democratic ~~Commissioner~~ **Caucus Member**, in order of seniority from most to least, chooses one Standing Committee to serve on. After each Democratic ~~Commissioner~~ **Caucus Member** has made one selection, each ~~will make~~ **makes** a second selection in order of seniority, providing that:
  - a. No Standing Committee shall include more than the allocated number of ~~Democrats,~~ **given Democratic Caucus members, which will depend on the proportion of Democratic Commissioners on the** entire Board.
  - b. Seniority shall be determined by the total number of years and months having served on the Board, whether continuous or interrupted service. Where Commissioners have equal seniority, the selection order shall be alphabetical for the first year following election and reverse alphabetical for the second year.
  - c. ~~The Board Chairperson and Vice Chairperson shall not serve on the same liaison committees.~~ **The Vice Chairperson of the Board of Commissioners shall be ineligible to serve on any Standing Committee to which the Chairperson of the Board of Commissioners has been appointed.**
4. Selection of Standing Committee Chairs. Using the order of seniority as defined above, a Democratic Commissioner may choose to chair a Standing Committee, providing that:
  - a. Each Standing Committee shall have only one Chair.
  - b. The Board Chairperson and Vice Chairperson are ineligible to chair Committees.
  - c. Standing Committee Chairs must have at least two year's experience on the Board and have served at least one year on the Committee they chair, provided, however, that a person having chaired the Board for at least one year will be considered to have had at least one year's experience on each Standing Committee.

- d. Commissioners chairing a Standing Committee during the previous year shall be ineligible to chair a Standing Committee during the succeeding year unless chair vacancies remain after all eligible Democratic Commissioners have exercised their option to chair Standing Committee.
  - e. If no Democratic Commissioner who did not chair a committee during the previous year is available and willing to chair a given committee, the first-term Democratic **Caucus** Members will be given the opportunity to elect to chair it, provided they will have had at least one full year's experience serving on that committee.
  - f. ~~The Vice-Chair of the Board will chair the Caucus in the absence of the Caucus Chair.~~
5. The Chairperson-elect agrees to appoint Standing Committee membership and chairs as selected by the Democratic Caucus at the first Board of **Commissioners** meeting in January and appoints remaining committee members after receiving recommendations from the Republican Caucus. The Board Chairperson shall appoint Vice-Chairs of Standing Committees, **on the advice of each Standing Committee Chair.**
  6. The Democratic Caucus **will discuss** ~~discusses~~, and by a vote of a majority of its membership, recommends Commissioner appointments and liaisons to Special Committees, Boards, Commissions, etc., giving ~~major~~ primary consideration to the wishes of individual ~~Commissioners~~ **Democratic Caucus Members, with opportunities offered based on order of seniority.** The Board Chairperson agrees to follow these recommendations in making appointments.
  7. The Democratic Caucus will meet as needed (other than before Board meetings) to discuss substantive issues. The Democratic Caucus does not require its members to conform to a Caucus position on substantive issues, but only on matters of appointment and related procedural votes. A Commissioner may be given leave by ~~the majority of the membership of the caucus to oppose an appointment if approved at a meeting of the caucus.~~ **a simple majority of the Caucus in attendance at the Caucus meeting immediately prior to the Board of Commissioners meeting in which the appointment is to be considered.**
  8. ~~Caucus Participation.~~ The Democratic Caucus will be open to all Democratic Commissioners who agree to support Caucus selections for leadership and committee positions, agree to support Caucus recommendations for citizen board appointments (unless the caucus grants leave to oppose) and agree to participate in good faith in Caucus discussions. **The Democratic Caucus may remove any member by a two-thirds vote of Caucus members serving.**



Democratic Caucus Seniority List - November 2024  
(for 2025 committee selection)

**Pre-2000**

1. Mark Grebner

**Class of 2006**

2. Todd Tennis\*

**Class of 2016**

3. Ryan Sebolt\*

**Class of 2019**

4. Mark Polsdofer
5. Chris Trubac\*

**Class of 2018 and 2023** (Aug 2018-Dec 2020 and 2023)

6. Thomas Morgan\*

**Class of 2021 - January**

7. Bob Peña

**Class of 2021 – October**

8. Irene Cahill

**Class of 2023**

- 9.. Myles Johnson\*
10. Gabrielle Lawrence\*

**Class of 2025**

11. Tanya Pratt
12. Rachel Willis

\*eligible to chair a committee in 2025

# 2024 Commissioner Assignments

**Ryan Sebolt, Chairperson**  
**Chris Trubac, Vice-Chairperson**  
**Randy Maiville, Vice-Chairperson Pro-Tem**

**County Services Committee:** Peña (Chair), Celentino (Vice Chair), Grebner, Sebolt, Pawar, Ruest, Schafer

**Finance:** Grebner (Chair), Morgan (Vice Chair), Tennis, Sebolt, Polsdofer, Lawrence, Johnson, Maiville

**Human Services:** Cahill (Chair), Tennis (Vice Chair), Trubac, Morgan, Peña, Pawar, Ruest

**Law & Courts:** Polsdofer (Chair), Lawrence (Vice-Chair), Celentino, Trubac, Cahill, Johnson, Maiville, Schafer

Those in **bold** need to be replaced or reappointed.

**Animal Control Shelter Advisory Board**  
**Board of Health**  
**Broadband Task Force**  
**Capital Area Michigan (WORKS) Board**  
**CARTS Committee**  
**CATA Board**  
**Capital Region Airport Authority Liaison**  
Community Corrections Advisory Board  
Community Health Center Board  
Community Mental Health Authority  
**Community Services Administration**  
**Convention Visitors Bureau**  
**Drainage Board**  
Economic Development Corporation  
Board of Directors  
**Environmental Affairs Commission**  
**Equal Opportunity Committee**  
**Fair Board**  
Farmland Preservation Board  
**Housing Trust Fund Committee**  
**Ingham County Chapter, Michigan Townships Association**  
**Ingham Family Center Adv. Board**  
**Ingham Health Plan**  
McLaren Board of Directors  
**Land Bank**

**Local Emergency Planning Committee**  
**LEAP**  
**MALPH Board**

**Chris Trubac, Mark Polsdofer (Law & Courts Chair)**  
**Simar Pawar**  
**Irene Cahill, Randy Maiville**  
**Irene Cahill, Ryan Sebolt, Karla Ruest**  
**Bob Peña, alt Jared Cypher**  
**Mark Grebner**  
**Bob Peña**  
Irene Cahill  
Todd Tennis  
Ryan Sebolt  
**Alan Fox, Bob Peña, alt. Irene Cahill, Monica Schafer**  
**Gabrielle Lawrence**  
**, Board Chair, Fin. Chair**  
Myles Johnson

**Chris Trubac**  
**Ryan Sebolt, Simar Pawar (alt)**  
Robert Peña, Randy Maiville  
Randy Maiville  
**County Services Chair/designee Bob Peña**  
**Randy Maiville, Monica Schafer**

**Mark Polsdofer (Law & Courts Chairperson)**  
**Simar Pawar**  
**Dr. Shoyinka**  
**Bob Peña**  
Mark Grebner (local unit of govt. rep)  
Ryan Sebolt  
Sharon Frischman (City of Lansing rep)  
**Ryan Sebolt**  
**Mark Polsdofer, Gabrielle Lawrence (alt)**  
**Dr. Shoyinka**

**Mason Local Development Finance Authority**  
**MSUE District Extension Council**  
**Parks Board**

**Potter Park Zoo Board**

**Racial Equity Task Force**

Substance Use Disorder Advisory Committee

**Smart Zone Board**

**Tri-County Aging Consortium**

**Tri-County Regional Planning Commission**

**Women's Commission**

**FOIA Appeals Committee**

**Roadways Ad Hoc Subcommittee**

**Karla Ruest**

**Irene Cahill**

**Simar Pawar**, Karla Ruest (Road  
Commission representative)

**Simar Pawar (Parks Rep)**

Todd Tennis

**Bob Peña, Ryan Sebolt (ex-officio)**, Myles Johnson, Todd  
Tennis

Irene Cahill and alternate **Simar Pawar**

**Irene Cahill**

**Bob Peña, Irene Cahill, Monica Schafer**

**Irene Cahill, Robert Peña (road), Simar Pawar**

**Simar Pawar, (alt) Irene Cahill**

**Randy Maiville (Chair), Thomas Morgan, Ryan Sebolt,**

**Mark Grebner, Monica Schafer**

Gabrielle Lawrence, Randy Maiville, Bob Peña,  
Simar Pawar, Karla Ruest, Monica Schafer

# Appointed Boards and Commissions

## **Animal Control Shelter Advisory Committee**

Meets: Third Mondays, 6 times per year, 5:30 pm, Human Services Building, Lansing

## **Broadband Task Force**

Meets: Fourth Wednesday, Quarterly at 6:00 pm, Human Services Building, Lansing

## **Capital Area Community Services Administration Board of Directors**

Meets: Last Monday, Monthly, 12:30 p.m., Capital Area Community Services, 1301 Rensen, Lansing.

## **Capital Area Michigan Works Consortium**

Meets: Fourth Wednesday, Monthly, 3:30 pm, Michigan Works Service Center, 2110 S. Cedar, Lansing.

## **Capital Area Region Transportation Study Committee**

Meets: First Tuesday, Monthly, 8:30 am, Human Services Building, Lansing

## **Capital Region Airport Authority**

Meets: Fourth Monday Every Other Month at 4:30 pm, Capital Region International Airport, Lansing

## **Community Corrections Advisory Board**

Meets: Third Tuesdays, Every Other Month, 12 noon, Veterans Memorial Courthouse, Lansing

## **Community Health Center Board**

Meets: Last Thursday of each month, 6:30 pm, Forest CHC Bldg., Lansing

## **Community Mental Health Authority**

Meets: Full Board, Third Thursdays, Monthly, 6:00 pm, Various Sites in Lansing, Clinton, and Eaton Counties

Finance, Second Wednesday, 5:30 pm, Monthly, Community Mental Health Bldg, Lansing

Recipient Rights, First Thursday, Every Other Month, 5:30 pm, CMH, Lansing

Program and Planning, Second Monday, Monthly, 5:30 p.m., CMH, Lansing

Human Resources, First Wednesday, Quarterly, 5:30 pm., CMH, Lansing

Building and Sites Committee, Executive Committee and the By-Laws Committee Meet as needed.

## **Convention Visitors Bureau of Greater Lansing Board of Directors**

Meets: As needed, Convention Visitors Bureau, Lansing

## **Drainage Board**

Meets: As needed.

## **Economic Development Corporation Board of Directors**

Meets: Second Friday, Monthly, 7:30 am, LEAP Office, Lansing

## **Environmental Affairs Committee**

**Meets:** Third Wednesday of each month, 5:30 pm, Human Services Building, Lansing

**Equal Opportunity Committee**

Meets: Second Monday of each month, 6:00 pm, Human Services Building, Lansing

**Fair Board**

Meets: Second Monday, 6:30 pm, Fairgrounds, Mason

**Farmland and Open Space Preservation Board**

Meets: Third Tuesday, Monthly, 4:00 pm, Hilliard Bldg, Mason

**Housing Trust Fund Committee**

**Meets:** Third Tuesday, 5:00 pm, Human Services Building, Lansing

**Ingham County Chapter, Michigan Townships Association**

Meets: Fourth Wednesday, Quarterly (January, April, July, October), 6:30 pm. Various Locations.

**Ingham County Family Center Advisory Board**

Meets: First Tuesday quarterly, 6:00 pm, Ingham County Family Center, Lansing.

**Land Bank**

Meets: Third Monday,, Monthly, 5:00 pm, Land Bank, 3024 Turner, Lansing

**LEAP - Board Of Directors**

Meets: 5 times a year on the first Tuesday, 3:00 - 5:00 p.m. at 500 E. Michigan Ave, Ste 202, Lansing

**Local Emergency Planning Committee**

Meets: Quarterly, 4:00 p.m. at the Meridian Township Public Safety Building, , 2<sup>nd</sup> Floor Nelson Room, 5151 Marsh Road, Okemos MI

**MALPH (Michigan Association for Local Public Health) Board**

Meets: 2<sup>ND</sup> Monday, 9:00 - 12:00 noon at the MALPH Offices 426 S. Walnut 2<sup>nd</sup> Floor, Lansing

**McLaren Board of Trustees (Formerly Ingham Regional Medical Center Board of Trustees)**

Meets: Every other month at 4:00 p.m. at the Greenlawn Campus, Board Room, Lansing

**Parks and Recreation Commission**

Meets: Full Board, Fourth Monday, Monthly, 5:30 pm, Human Services Building, Lansing

**Potter Park Zoo Board**

Meets: Second Wednesday, Monthly, 6:00 pm, Potter Park Zoo, Lansingt

**Racial Equity Task Force**

Meets: Third Thursday, Monthly, 6:00 pm, Human Services Building, Lansing.

**Smartzone**

Meets: Quarterly on 3<sup>rd</sup> Tuesday, 3:30 pm except the annual meeting in December.

**SUD Oversight Policy Board**

Meets: Third Wednesday, every other month, 4:00 pm to 5:30 pm, 426 S. Walnut, Lansing

**Tri-County Aging Consortium**

Meets: Third Mondays, 3:30 pm, Human Services Building, Lansing

**Tri-County Regional Planning Commission**

Meets Fourth Wednesday, Monthly, 6:00 pm, Human Services Building, Lansing

**Women's Commission**

Meets First Wednesday, Monthly, 6:00 pm, Human Services Building, Lansing

4. Appointments

<i>Board / Commission</i>	<i>Appointee</i>	<i>Expire</i>	<i>Applicants</i>	<i>Appointed by</i>
Board of Health	1 vacancy		Dr. Anthony Soto McGrath	BOC/HS resolution
<b>Upcoming Vacancies</b>				
Animal Control Shelter Advisory Committee	Alexandra Dodds N Roger Cargill NR Maria Hopfensperger N	12/31/24 12/31/24 12/31/24		BOC/LC
Community Health Center Board	<b>Aurelius Christian R</b> Florensio Hernandez N	12/31/24 12/31/24		BOC/HS
Senior Citizens Advisory Council	Susan Cockerill N	12/31/24		BOC/HS

*i – interviewed*

*c- committee  
recommended*

*r - requests  
reappointment*

*n – not interested in  
reappointment*

*nr – no response*