COUNTY SERVICES COMMITTEE
August 28, 2019
Minutes

Members Present: Celentino, Grebner, Koenig, Maiville, Naeyaert, Sebolt, and Stivers
(arrived at 6:06 p.m.).

Members Absent: None.

Others Present: Register Derrick Quinney, Commissioner Crenshaw, Tim Dolehantry, Teri
Morton, Jared Cypher, Michael Townsend, Jill Bauer, Steve Walters,
Sheldon Lewis, Stacy Byers, Cynthia Wagner, Bill Fowler, Bill Conklin,
Rick Terrill, Michelle Beloskur, Jack Schripsema, Sue Graham, Peter
Cohl, Matt Nordfjord, Ryan Buck, Becky Bennett, Beth Foster, and others.

The meeting was called to order by Chairperson Celentino at 6:00 p.m. in Personnel Conference
Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the August 20, 2019 Meeting Minutes

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. NAeyaERT, TO APPROVE THE
MINUTES OF THE AUGUST 20, 2019 COUNTY SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Stivers.

Additions to the Agenda

None.

Limited Public Comment

None.

The representatives from each of the following departments/affiliated entities indicated, either by
verbal acknowledgement, absence, or silence, that they were satisfied with their respective
portions of the Controller’s Recommended Budget:

  Tri-County Regional Planning
  Treasurer
  Road Department
  Register of Deeds
  Purchasing
  Potter Park Zoo
Human Resources
Hotel/Motel
Financial Services
Farmland and Open Space Preservation Millage
Facilities
Equalization
Economic Development
Drain Commissioner
County Clerk
County Attorney
Controller/Administrator
Board of Commissioners
Advisory Boards
  Women’s Commission
  Historical Commission
  Equal Opportunity Committee
Ingham Conservation District

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MAIVILLE, TO ACCEPT AND RECOMMENDED TO THE FINANCE COMMITTEE THE FOLLOWING ITEMS ON THE CONTROLLER’S RECOMMENDED BUDGET:

1. Budget Hearings
   a. Tri-County Regional Planning .................................................. 3-141
   b. Treasurer ............................................................................. 3-128
   c. Road Department .................................................................. 3-121
   d. Register of Deeds .................................................................. 3-112
   e. Purchasing ............................................................................ 3-103
   f. Potter Park Zoo ...................................................................... 3-94
   h. Human Resources ................................................................. 3-83
   i. Hotel/Motel ........................................................................... 3-81
   j. Financial Services ................................................................... 3-76
   k. Farmland and Open Space Preservation Millage .................. 3-73
   l. Facilities .................................................................................. 3-59
   m. Equalization ......................................................................... 3-54
   n. Economic Development .......................................................... 3-46
   o. Drain Commissioner .............................................................. 3-33
   p. County Clerk ......................................................................... 3-17
   q. County Attorney ..................................................................... 3-14
   r. Controller/Administrator ......................................................... 3-8
   s. Board of Commissioners ......................................................... 3-3
   t. Advisory Boards
      1. Women’s Commission .......................................................... 3-1
      2. Historical Commission ......................................................... 3-1
      3. Equal Opportunity Committee............................................. 3-1
The motion carried unanimously. Absent: Commissioner Stivers.

1. Budget Hearings
   g. Innovation and Technology ................................................................. 3-88

Steve Walters, Network Administrator, stated that he was representing Deb Fett in her absence. He further stated that Ms. Fett requested two new positions, a Security Analyst and a Computer Technician.

Mr. Walters stated that the Security Analyst position was a big priority because there was a lot of security related news lately. He further stated that Ms. Fett would like to shore up the County’s defenses.

Commissioner Stivers arrived at 6:06 p.m.

Mr. Walters stated that the Innovation and Technology Department had seen an increase in audits, which took significant man hours that currently all fell to the one Security Analyst they have right now.

Mr. Walters stated a second Security Analyst would focus on training staff, continue monitoring for threats, and expand policies and procedures.

Chairperson Celentino asked how much the Security Analyst would cost.

Mr. Walters stated that it would be $117,353, as a step 5, with benefits and taxes included.

Commissioner Grebner stated that he heard a rumor that the County recently faced an issue where pay was misdirected.

Mr. Walters stated that there had been a phishing email that resulted in a change on the payroll side to deposit to a different person’s bank account.

Discussion.

Mr. Walters stated that the second position was a Technician II. He further stated that a Technician II could handle project work.

Mr. Walters stated that the Department had seen an increase in projects of the sort that could be handled by a Technician II. He further stated that the ticket count had been rising and that this time last year there were 302 tickets per week and right now there were 392 tickets per week.

Mr. Walters stated that adding another Technician II would be cheaper than adding a lower level Network Administrator and would directly benefit all of the Departments in the County because there would be more frontline customer service.
Mr. Walters stated that the Public Defenders Office has 40 new users without additional staff to cover them. Chairperson Celentino asked how much the Technician II would cost.

Mr. Walters stated that it would be $90,978, at step 5, with benefits and taxes.

Commissioner Grebner asked if, with the addition of the Public Defender, Innovation and Technology services were cost back to that Department.

Tim Dolehanty, Controller, stated that there would be a charge back.

Teri Morton, Deputy Controller, stated that that was calculated by taking the total cost and dividing it by the number of users.

Discussion.

Commissioner Maiville asked if Ms. Fett’s requests were prioritized as he presented them, with the Security Analyst being first priority.

Mr. Walters stated that they were.

Discussion.

Commissioner Koenig asked if how much was charged back for the Public Defenders Office.

Michael Townsend, Budget Director, stated that the charge back for 12 months for Public Defender was about $180,000.

Ms. Morton stated that would not get 12 months of charges because they have not been there that long.

Discussion.

Chairperson Celentino stated that for both requested positions the total came to $208,331.

Mr. Walters stated that the Security Analyst was the top priority and the Technician II was second.

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. SEBOLT, TO APPROVE FOR THE Z LIST THE TWO POSITIONS IN THE ORDER REQUESTED BY THE INNOVATION AND TECHNOLOGY DEPARTMENT.

Commissioner Grebner stated that the services provided by the Innovation and Technology Department were protecting the County from massive failure. He further stated that he urged Commissioner support of the Z List items and hoped that the Innovation and Technology Department would use the money in a way in which the public benefitted.
Commissioner Maiville stated that the Innovation and Technology Department did protect the public because the public utilized County services that were reliant on secure technology. **THE MOTION CARRIED UNANIMOUSLY.**

**Announcements**

None.

**Public Comment**

None.

**Adjournment**

The meeting was adjourned at 6:23 p.m.

BARB BYRUM, CLERK OF THE BOARD