COUNTY SERVICES COMMITTEE
July 21, 2020
Minutes

Members Present: Sebolt, Celentino, Grebner, Koenig, Stivers, Maiville, and Naeyaert.

Members Absent: None.

Others Present: Sheriff Scott Wriggelsworth, Commissioner Bryan Crenshaw, Teri Morton, Becky Bennett, Julie Pingston, Bill Conklin, Deb Fett, Alan Fox, Matt Terrill, Aimee Eisen, Elaine Fischhoff, Randy Dykhuis, Rob Gengler, Carla Clos, Valerie Lafferty, Andrew Kennedy, Liz Noel, and Michael Tanis.

The meeting was called to order by Chairperson Sebolt at 6:30 p.m. virtually via Zoom in accordance with the Governor’s Executive Order 2020-154 regarding the Open Meetings Act.

Approval of the June 16, 2020 Minutes

CHAIRPERSON SEBOLT STATED THAT, WITHOUT OBJECTION, THE MINUTES OF THE JUNE 16, 2020 COUNTY SERVICES COMMITTEE MEETING WERE APPROVED AS WRITTEN.

Additions to the Agenda

Change –

9. Human Resources Department
   a. Resolution to Authorize Buyout of Special Vacation Bonus Hours Earned During Suspension of County Operations for Essential Employees Excluded from Work Share Program Participation (Discussion Item)

Late –

4. Drain Commissioner
   d. Resolution Authorizing County’s Full Faith and Credit for the Marshall Tile Drain 2020 Bonds

Limited Public Comment

Randy Dykhuis, City of Lansing resident, stated that he was supportive of the passage of Agenda Item No. 10. He further stated that communities across Michigan and the nation have adopted similar resolutions, and it was past time for mid-Michigan to act.

Mr. Dykhuis stated that climate change, COVID-19, and racism were the three main public health crises of our time. He further stated that, left unchecked, the emission of greenhouse gases into the atmosphere would result in untold misery around the world.
Mr. Dykhuis stated that the impact of climate change would be felt most keenly by those least able to deal with its impact. He further stated that the science was incontrovertible and virtually no serious climate scientist doubted that the world was hurdling toward a disaster.

Mr. Dykhuis stated that, in the absence of federal leadership of public health, he applauded the Board of Commissioners for taking up this resolution. He further stated that it would be because of small actions like this that people could begin to combat the seemingly intractable problems.

Mr. Dykhuis stated that he urged the Board of Commissioners to take action and put teeth into this resolution. He further stated that there were a host of measures to be taken and he hoped the Board of Commissioners would get rolling once Agenda Item No. 10 passed.

Valerie Lafferty, Haslett resident, stated that she was supportive of the passage of Agenda Item No. 10. She further stated that she was asking the Board of Commissioners for their leadership in getting the community through this issue, and thought that many people in the community would like to help be on the positive side of climate change.

Elaine Fischhoff, City of Lansing resident, stated that she was supportive of the passage of Agenda Item No. 10. She further stated that she suggested that the adoption of this resolution would signal recognition of the climate emergency, and would sensitize the Board of Commissioners into taking climate change, sustainability, and environmental justice into consideration in the making of decisions.

Ms. Fischhoff stated that 17,400 governments had adopted this resolution in 30 countries covering 830,000,000 people. She further stated that the League of Women Voters of the Lansing Area (LWVLA), the League of Women Voters of Michigan (LWVMI), and the national League of Women Voters (LWV) had passed this resolution.

Ms. Fischhoff stated that other cities and entities in Michigan had also adopted this resolution, including the City of Kalamazoo, the County of Kalamazoo, the City of Ann Arbor, the County of Washtenaw, and the County of Oakland. She further stated she urged the Board of Commissioners to pass this resolution.

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. MAIVILLE, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. **Ingham County Brownfield Development Authority** – Resolution Setting a Public Hearing for an Amended Brownfield Plan for K3 Property LLC, 318 W Kipp Road City of Mason, MI

4. **Drain Commissioner**
   a. Resolution to Approve Agreement for Work in County Road Right of Way by Bauer Drain Drainage District
   b. Resolution to Approve Agreement for Work in County Road Right of Way by Green Consolidated Drain Drainage District
c. Resolution to Approve Agreement for Work in County Road Right of Way by Marshall Tile Drain Drainage District

d. Resolution Authorizing County's Full Faith and Credit for the Marshall Tile Drain 2020 Bonds

5. **9-1-1 Dispatch Center**
   a. Resolution to Authorize the Conversion of the 9-1-1 Radio System Administrator from Part-Time to Three-Quarter Time
   b. Notice of Emergency Purchase Order for Radio Connectivity at the Backup 9-1-1 Center

6. **Innovation & Technology**
   a. Resolution to Approve the Renewal of Firewall Licenses
   b. Notice of Emergency Purchase Order to Repair Cooling Unit in Mason Datacenter

7. **Facilities Department**
   a. Resolution to Authorize a Contract Extension with Modernistic for Carpet Cleaning Services at Several County Facilities
   b. Notice of Emergency Purchase Order for Condensing Unit Replacement at the 911 Center

8. **Road Department**
   a. Resolution to Approve Local Road Agreements with Alaiedon, Aurelius, Bunker Hill, Leroy, Locke, Stockbridge, Vevay, and Wheatfield Townships
   b. Resolution to Authorize the Extension of Resolution #17-235 for Dust Control Solution
   c. Resolution to Authorize the Extension of RFP #17-349, Purchase of Seasonal Corrosion Inhibited Liquid De-Icer Solution

9. **Human Resources Department**
   b. Resolution Adopting the Ingham County Section 125 Second Amended and Restated Flexible Benefit Plan
   d. Resolution to Approve Generic Service Credit Purchase for County Employee: Cindy S. Farley
   e. Resolution to Authorize Extension of the Contract for Sparrow Occupational Health Services

**THE MOTION CARRIED UNANIMOUSLY.**

**THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.**
1. **Economic Development Corporation Board – Interviews**

Alex Zurek was not present to interview for the Economic Development Corporation Board.

Lloyd Conway was not present to interview for the Economic Development Corporation Board.

2. **Greater Lansing Convention and Visitors Bureau – Update from Julie Pingston, President and CEO**

Julie Pingston, Greater Lansing Convention and Visitors Bureau President and CEO, updated the County Services Committee on the Greater Lansing Convention and Visitors Bureau (GLCVB).

Chairperson Sebolt stated that he appreciated Ms. Pingston’s update. He further stated that it was probably not the scenario she had expected to walk into when she became President and CEO, but it was good to hear that she and her staff were working to attract these unique events to come to the community.

Commissioner Grebner asked if he was correct that the room rate had dramatically dropped.

Ms. Pingston stated that he was correct. She further stated that rates were at a monthly average rate of $75.00, but they normally would be between $110.00 and $120.00.

Commissioner Grebner asked if the hotels were bringing in a third of what they were before.

Ms. Pingston stated yes. She further stated that it was lower than that, but it was slowly increasing.

Ms. Pingston stated that one good thing about their market was that only one or two hotels had closed during the COVID-19 pandemic, and one had since opened.

Commissioner Grebner asked if he was correct that the GLCVB was not a budgeted item of the County, but rather was paid 80 percent of the Ingham County Hotel/Motel Tax.

Ms. Pingston stated that he was correct.

Commissioner Grebner asked if he was correct that the County’s monthly payment to the GLCVB was down by 70 percent.

Ms. Pingston stated that he was correct. She further stated that they had adapted accordingly, and that their staff was 28 people but was now down to five people.

Ms. Pingston stated that they had brought back seven people part-time, and luckily went into this crisis with a positive cash flow. She further stated that what was coming into the GLCVB balanced with their expenses, so they were being prudent about preserving their funding.

Discussion.
Commissioner Grebner asked if GLCVB qualified for the Paycheck Protection Program (PPP).

Ms. Pingston stated that GLCVB had not qualified for PPP because they were categorized as a 501(c)(6). She further stated that there was legislation getting traction, and were hopeful that they would qualify in August 2020, but there had been rumors it would happen in May 2020, and so she was not optimistic but hopeful this time.

Discussion.

Chairperson Sebolt thanked Ms. Pingston for coming before the County Services Committee.

9. Human Resources Department
   a. Resolution to Authorize Buyout of Special Vacation Bonus Hours Earned During Suspension of County Operations for Essential Employees Excluded from Work Share Program Participation (Discussion Item)

Chairperson Sebolt stated that he wanted to open up this Agenda Item for discussion. He asked Teri Morton, Deputy Controller, to discuss the resolution.

Ms. Morton stated that, in the beginning of the COVID-19 crisis, the County was closed under the Suspension of Operations Policy. She further stated that, during that time, all County workers who were still at work despite the County having suspended operations were awarded hour per-hour vacation time, and that had accumulated into quite a few hours for some people.

Ms. Morton stated that the policy was written for a shorter event, so this had not been encountered in the past. She further stated that these vacation hours were being accrued in a separate bank so that the hours did not affect employee vacation caps.

Ms. Morton stated that the Controller’s Office had discussions with some departments in terms of the expectation that these vacation hours would be paid out, and she thought early on that it seemed like a reasonable thing to look at. She further stated that, as time went on, the County’s financial conditions worsened, so the Controller’s Office thought about an equitable way to pay out some of this time to people but not the whole amount.

Ms. Morton stated that the Controller’s Office looked at the fact that many employees benefitted from the Work Share Program, but there were other employees that were unable to benefit from the program, so this was meant to supplement only those employees who could not participate in the program. She further stated that this resolution was written for the Sheriff’s Department that it would be a 100 percent buyout.

Ms. Morton stated that the Sheriff’s Department recommended this because their employees often had a hard time using vacation time because of the 24/7 nature of their work. She further stated that having these 100+ vacation hours in their bank was difficult for them.
Ms. Morton stated that, for everyone else that would qualify, the Controller’s Office recommended that it would be voluntary to buyout the vacation time, so that people could make the choice to be paid out or to let the time accrue. She further stated that this bank would eventually be paid upon separation of employment if it was not used.

Ms. Morton stated that, on the one hand, if the vacation time was paid out now, theoretically it was worth less than it would be 10 years from now when people would be at a higher rate of pay.

Ms. Morton stated that, at the beginning, it was known that the liability for all employees who accrued vacation time was $1,900,000, and under this scenario, all employees eligible would be a total of $700,000. She further stated that the Controller’s Office had heard the most desire for this resolution was from the Sheriff’s Department, and so separating that out would cost $436,000, and the cost for only Capital City Labor Program (CCLP) members would be $409,000.

Ms. Morton stated that it was difficult to put out this recommendation when the Controller’s Office was in the middle of recommending budget cuts, but this would be a great plan to help County employees out and to give them a benefit that was previously unavailable to them.

Commissioner Celentino asked Ms. Morton what other employees were excluded from the Work Share Program that would be eligible, other than the Sheriff’s Department.

Ms. Morton stated that 40 employees at the 9-1-1 Dispatch Center would be eligible. She further stated that there were other departments that were excluded from furloughs, including the Financial Services Department and many Health Department positions were not able to participate.

Commissioner Celentino asked if he was correct that because the Sheriff’s Department and other departments were excluded, it would eventually cost the County a total amount of $1,900,000.

Ms. Morton stated that the amount of $1,900,000 was the total value of all vacation time that was accrued under the Suspension of Operations Policy. She further stated that $700,000 was the value of the vacation buyout for those employees who were not eligible to participate in the Work Share Program.

Discussion.

Chairperson Sebolt stated that, for the Commissioners to keep in mind, the $700,000 amount would roughly eat up the entire General Fund savings that was saved with the furloughs. He further stated that he wondered if Sheriff Scott Wriggelsworth, Ingham County Sheriff, had additional thoughts to add.

Sheriff Wriggelsworth stated that, when the COVID-19 crisis started, the Sheriff’s Department met with the Controller’s Office and his biggest concern was that in the Collective Bargaining Agreement, it talked about accruing vacation time during County closure, but he knew this would not be a short event as outlined in the agreement. He further stated that his concern was having a Deputy that had 18 months of time being maxed out in vacation time because he/she worked 20 days during the pandemic.
Sheriff Wriggelsworth stated that, now that this was not deemed normal vacation time, he was less concerned because the Sheriff’s Department was currently understaffed and they had trouble getting their employees time-off. He further stated that he was not opposed to giving the CCLP members an option to either buyout the vacation time and/or bank it and use it later because he understood the County’s current financial situation.

Commissioner Grebner asked Ms. Morton if this affected Final Average Compensation (FAC).

Ms. Morton asked Sue Graham, Human Resources Director, if she had an answer.

Ms. Graham stated that it did not impact FAC.

Chairperson Sebolt asked if the Commissioners wanted to give further direction. He stated that the County Services Committee was talking about serious numbers, and thought that the Committee was not ready to make a decision, so that was why he shifted it to being a discussion item.

Commissioner Celentino stated that he did not see this Agenda Item on the Finance Committee’s Agenda for tomorrow’s meeting, so he was not sure how to proceed without Finance Committee having their discussion. He further stated that this was a lot of money, and if the County Services Committee gave direction, he wondered when Finance Committee would take it up.

Chairperson Sebolt stated that he did not want to speak for Commissioner Morgan, Chairperson of the Finance Committee, but his understanding was that when this proposal was put forth for consideration, most of the calculations had not occurred. He further stated that Commissioner Morgan did not want to add it to the Finance Committee Agenda without the cost amount.

Chairperson Sebolt stated that he wanted the County Services Committee to have a discussion of the resolution because it might come back to them regardless, so he wanted to the Committee to be aware of the reason for it.

Commissioner Maiville asked how many people would take the immediate buyout or defer it to understand its immediate financial impact.

Ms. Morton stated that it was difficult to predict. She asked Ms. Graham what she thought.

Ms. Graham stated that it was difficult to predict. She further stated that people might be less inclined to take the County’s offer given the previous opportunity for vacation time buyout, and had considered how many hours they accrued under these circumstances in their decision.

Commissioner Naeyaert stated that she did not know what to do, but did not want to kick the can down the road. She further stated that the Finance Committee should take the lead on this because of the County’s current financial situation.
Commissioner Naeyaert stated that, without knowing how many people would take the offer, her inclination would be to offer it first to the Sheriff’s Department, 9-1-1 Dispatch Center, and the Health Department since she did not know how to break it down because those departments had to function.

Chairperson Sebolt stated that he was sympathetic to the situation that employees faced, but this was in a Special Leave Bank that would carry over to the end of their employment. He further stated that it came with a bigger price tag in the future, but the County talked about paying that out in little sums instead of one lump sum during the County’s current financial situation.

Chairperson Sebolt stated that he was looking at the potential price tag of the buyout, and it potentially eating up the entire General Fund savings, and especially during discussions about potential budget cuts. He further stated that all of those combined made him less likely to move forward at this time, but he would like to see Finance Committee take up this issue.

Commissioner Celentino stated that he supported Chairperson Sebolt’s direction he had stated.

Chairperson Sebolt stated that his consensus of the County Services Committee was that there was a desire to do something, but would like to see what the Finance Committee worked through before they moved forward.

9. Human Resources Department
   c. Resolution Adopting an Amended Health Advisory Leave Policy

MOVED BY COMM. NAeyaERT, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION.

Chairperson Sebolt asked if the Commissioners wanted to hear background information on Agenda Item No. 9c.

Chairperson Sebolt stated that he thought the County was moving adrift from the intent of the Health Advisory Leave Policy. He further stated that he felt that changes were being made to retroactively cover some decisions that were made because some employees, due to the length of their employment with the County, did not qualify for the Work Share Program and were offered additional hours under the Health Advisory Leave Policy when other employees were out of the office.

Chairperson Sebolt stated that had happened in the past and those arrangements were made. He further stated that, as the Commissioner who was the impetus in requesting this policy, and when looking back at the original resolution passed by the Board of Commissioners, it was not what the intent of the policy was.

Chairperson Sebolt stated that that second whereas clause of the original resolution stated:
WHEREAS, in light of this need, a policy is warranted to govern paid leave for Ingham County employees unable to work due to illness, caregiving responsibilities and/or voluntary or mandatory self-quarantine requirements issued by state, local or federal health officials related to a health advisory; and

Chairperson Sebolt stated that not qualifying for the Work Share Program was not one of those topics. He further stated that the reason for having this policy was specifically if an employee was or felt sick, and did not have the appropriate leave time, the Board of Commissioners did not want that to be a factor that forced them to work in an effort to prevent the spread of COVID-19.

Chairperson Sebolt stated that the use to provide leave time to fill in gaps for some employees was not what was intended, and if there needed to be other policies for employees, that could be done, but he did not think this was an appreciate use of the Health Advisory Leave Policy. He further stated that he appreciated the amendment for individuals who were in assisted living facilities that alternate care arrangements had to be made due to visitation requirements and fit with the spirit of the policy.

Chairperson Sebolt stated that he recommended significant changes to the resolution. He further stated that he would strike out number one in the fourth whereas clause and renumber accordingly:

1. Permit the HAL Policy to apply where an employee subject to a mandatory work schedule reduction under the Work Share Program and the reduction in hours by Ingham County does not qualify the employee for Work Share benefits under applicable State law.

Discussion.

Commissioner Celentino asked if number one in the fourth whereas clause was not what he thought the Health Advisory Leave Policy intended.

Chairperson Sebolt stated that he was correct. He further stated that he did not think that was what the policy was designed to do.

Commissioner Naeyaert stated that she agreed with Chairperson Sebolt. She further stated that she wondered if this resolution could go back to the Human Resources Department to be rewritten to adequately reflect the original intent of the Health Advisory Leave Policy and then have it brought back to the County Services Committee.

Commissioner Naeyaert stated that she did not agree that the adoption of the Health Advisory Leave Policy furthered the County’s strategic goals to attract and retain exceptional employees, as stated in the provided memo. She further stated that the strategic goal considerations were quite misleading, and so she did not currently support this as written.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. NAeyaERT, TO TABLE THIS AGENDA ITEM UNTIL THE AUGUST 18, 2020 COUNTY SERVICES COMMITTEE MEETING WITH CHANGES PER THE INPUT OF THE CHAIRPERSON OF THE COUNTY SERVICES COMMITTEE.
THE MOTION CARRIED UNANIMOUSLY.

9. Human Resources Department  
   f. SB 690 First Responder Hazard Pay (Discussion Item) no material

Chairperson Sebolt stated that SB 690 was signed into law, so if there were associated resolutions, to use the Public Act number in the future. He asked Ms. Morton to discuss the grant.

Ms. Morton stated that, under this grant, the County could offer hazard pay to its First Responder employees. She further stated that the application was specific, and included law enforcement officers, firefighters, EMTs, paramedics, 9-1-1 operators, local units of government corrections officers, airport public safety officers, and similar positions.

Ms. Morton stated that, for the County, this would qualify most, if not all, of the employees of the Sheriff’s Department and 9-1-1 Department. She further stated that she talked to Chairperson Sebolt earlier, and the Controller’s Office would do research to see if jail workers might be eligible.

Ms. Morton state that she wondered if the Board of Commissioners wanted the County to apply for this grant, which could be up to $1,000 per employee, a lump sum, and had to be paid out by September 30, 2020. She further stated that the Controller’s Office recommended a lump sum because that was easier to administer, but the grant would not cover Federal Insurance Contributions Act (FICA) costs.

Ms. Morton stated that, looking at the number of employees in the Sheriff’s Department and 9-1-1 Department, and based on total positions, the amount of money for the Sheriff’s Department would be $158,000, with $12,000 in FICA costs. She further stated that the amount of money for the 9-1-1 Department would be $69,000, with $5,300 in FICA costs, and that could be charged from the 9-1-1 Fund.

Ms. Morton stated that she was looking for feedback from the County Services Committee in terms of applying for this grant.

Commissioner Maiville asked if there was a deadline for applying for this grant.

Ms. Morton stated that the deadline was September 30, 2020, but it was on a first-come-first-serve basis, so the sooner the County applied, the better.

Commissioner Maiville stated that he was supportive of applying for this grant, recognizing the work of First Responders.

Commissioner Grebner asked if he was correct that Animal Control did not qualify.

Ms. Morton stated that she did not believe so. She further stated that would have Tori Meyer, Financial Services Director, do a check.
Commissioner Naeyaert stated that she was supportive of applying for this grant. She further stated that the County should apply for this grant sooner rather than later because many Counties and municipalities would be applying for this grant.

Commissioner Celentino stated that he was supportive of applying for this grant.

Commissioner Koenig stated that she was supportive of applying for this grant.

Chairperson Sebott stated that if the County could do a quick search for the questions he and Commissioner Grebner had because the difference in FICA costs between a more conservative application and a more liberal application would only be about $3,000. He further stated that he was looking for a consensus from the County Services Committee, and that it would be voted on later to accept the grant.

Chairperson Sebott stated that he appreciated the County's work on this grant.

10. Human Services and County Services Committees – Resolution to Declare a Climate Emergency

MOVED BY COMM. KOENIG, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE RESOLUTION.

Commissioner Naeyaert stated that, as she said in the Human Services Committee, she would not be supporting this resolution. She further stated that she had been supportive of many resolutions in the past, but she could not support this.

Commissioner Maiville stated that he would be voting against this resolution because of the use of the term “emergency.” He further stated that he supported most of the other language, but he thought that the use of the term “emergency” put this resolution at a higher level than the Resolution to Declare Racism as a Public Health Crisis in the County of Ingham.

Commissioner Maiville stated that, as a First Responder for 35 years, he could not support the use of the term “emergency.” He further stated that, other than that, he would support this resolution.

Chairperson Sebolt stated that, to Commissioner Maiville’s point, he did not think the use of the term “emergency” fit either, but it was because he thought that they were past emergency at this point when it came to climate change.

THE MOTION TO APPROVE THE RESOLUTION CARRIED. Yeas: Sebolt, Celentino, Grebner, Koenig, Stivers Nays: Maiville, Naeyaert Absent: None

Announcements

None.
Public Comment

None.

Adjournment

The meeting was adjourned at 7:22 p.m.

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BARB BYRUM, CLERK OF THE BOARD