

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

MEETING MINUTES

March 14, 2023

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, March 14, 2023 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 4:34 p.m. with a quorum present. The meeting was available via Zoom.

MEMBERS PRESENT: Robert Savoie, Scott Shackleton, Jim Martin, Damon Lieurance and Jim Traynor

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Calvin Carter, U/S Larry Hough, Doug Welton, Kevin Kalchik, Tim Moher and Kelly Church with Megan Rooney and Suzanne Lieurance via Zoom.

Approval of the Agenda

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve the agenda as amended. On a voice vote, the motion CARRIED.

Public Comment

Tim Moher spoke regarding the WMH-MyMichigan hospital, noting the six acres of land and buildings is owned by the County and that this property is attached to a 21-million-dollar loan. He asked that Commissioner Shackleton resign from the County Board due to his conflict of interest with regards to MyMichigan and the County.

MyMichigan Present Kevin Kalchik followed agreeing that at the end of the lease in 2080, it does indicate that the land and buildings would belong to the County. Mr. Kalchik indicated that the hospital wants to be transparent with everyone, he indicated that the MyMichigan plans for a 70 million expansion (Originally it was only \$60 million) in capital improvements, expansion, and equipment and to improve the care of the County residence.

Correspondence and Informational Items

The Committee reviewed the Investment Report, the VISA billing, travel requests, and the MEDC MSC#220029 Certificate of Completion. No action required.

PRESENTATION -NorthCare Network, CFO/CEO Megan Rooney – Opioid Funds

NorthCare Network's Megan Rooney gave an overview of how they could help Chippewa County manage and utilize the Opioid funds. She reviewed the approved uses for the funds which includes treatment, prevention and other strategies that are permissible expenditures with regards to the legal settlement with the various pharmacies. The Committee asked about the County monies staying within the County, the fiduciary responsibility to safeguard the monies for community needs.

AGENDA ITEMS

Health Department- Contracts

- **SHACC - \$30,000 (Approve and Authorize expense and budget amendment)**

The Committee reviewed information on additional funding to be received the Student Health Adolescent Care Center; with the additional funds a mobile laptop cart (\$1,300.99), cholesterol system (\$2,988.10) and mobile monitor and stand (\$2,994.45) have been requested.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve, authorize and budget an additional \$30,000.00 for the SHACC and to purchase equipment as follows Global Industrial \$1,300.99 mobile laptop cart, Careline Medical Supply \$2,988.10 and \$2,994.45 for a cholesterol system and mobile monitor and stand. On a voice vote, the motion CARRIED.

Health Department - Policies

- **Policies**
 - **4.05.021 Subcutaneous Button**
 - **8.03.03 Client Death**
 - **3.03.019 Conflict of Interest**

The Committee reviewed three policies for CCHD, a clinical policy for all nursing staff regarding subcutaneous button; a hospice policy for all direct licensed staff regarding the death of a client and a human resources policy for all staff regarding conflict of interest.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to authorize and approve the three policies 4.05.021 Subcutaneous Button, 8.03.03 Client Death and 3.03.019 Conflict of Interest as presented for the Health Department. On a voice vote, the motion CARRIED.

Health Department – Contract/Agreement

- **Social Work Supervision**

The Committee reviewed a non-monetary Agreement for Social Work Supervision, which is needed because of an employee's leave, the agreement will be in full force and effect from February 24, 2023 to February 29, 2024. This agreement is necessary for the oversight of the home health and hospice programs and has been reviewed by MMRMA for liability coverage.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to authorize and approve the Social Work Supervision Agreement as presented. On a voice vote, the motion CARRIED.

Health Department – Annual Write-offs - \$227,251.49

- **Environmental Health - \$228.25**
- **Public Health - \$75,935.85**
- **SHACC - \$14,832.36**
- **Hospice - \$24,059.44**
- **Home Health - \$103,051.59**
- **SHACC dental - \$9,144.00**

The Committee reviewed the annual write-offs for the Health Department; these write-offs are for services provided through 9/30/2022 (more than 365 days old). The write-off is higher this year due to a change in EMR (electronic medical records) systems for billing mid-year and to a credentialing issue. The Committee reviewed these and prior years write-offs; noting that these write-offs are being monitored and assuring these are not the systemic issues that the Health Department previously had.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve the Chippewa County Health Department write-offs for services provided through 9/30/2022 as follows: Environmental Health \$228.25, Public Health Insight \$75,935.85; SHACC \$14,832.36; Hospice \$24,059.44; Home Health \$103,051.59; and SHACC dental \$9,144.00. On a voice vote, the motion CARRIED.

Register of Deeds – Electronic Signing

- **BS&A \$6,000.00**
- **Seek State of Michigan Grant for Reimbursement**

The Committee reviewed documentation from the Register of Deeds Office to add real property e-recording capabilities and to seek a grant reimbursement from the State of Michigan. This process allows users to submit documents to the Deketo Register of Deeds software via an export; this change is supported by the SOM.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the Register of Deeds Office and expenditure of \$6,000.00 to add e-signing capabilities via their current software vendor Deketo and BS&A and to seek reimbursement from the State of Michigan Electronic Recording Commission grant. On a voice vote, the motion CARRIED.

Veterans Affairs – Grant for advertising, hardware, and Veterans Services

The Committee reviewed documentation from the Veterans Affairs Committee seeking to change the description to include lawn care and include travel and training to Madison Wisconsin for the County National Training for the Veterans Counselor.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to acknowledge and accept the changes to the Veterans Affairs Grant to include lawn care and training and travel for the Counselor to attend the County National Training in Wisconsin, June 4th through 8th, as approved by the Chippewa County Veterans Affairs Committee on February 28, 2023. On a voice vote, the motion CARRIED.

Sheriff's Department – 13 E-Citation Units for Patrol Vehicles \$12,194.00 plus 13 printers \$5,655.00; total project \$17,849; from Fund 232 (Budget amendment and waive County Purchasing Policy)

The Commissioners reviewed a request from the Sheriff's Office to consider adding E-Citation services provided by Lexis Nexis, the same that provides the application for (UD-10) crash reports. The E-Citation application will allow deputies to print citations from their vehicles, which will help eliminate errors and provide clearer documentation for the courts. The expense for the initial purchase will be from Special Fund 232 - Community Corrections account; with the annual maintenance added annual to the general fund through the budget process.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize adding E-Citation Units to the patrol vehicles, to authorize a budget amendment for the purchase from Fund 232 and to waive the County Purchasing Policy; with expenditures to Lexis Nexis for \$12,194.00 for thirteen (13) the e-citation units and thirteen (13) printers not to exceed \$5,655.00. On a voice vote, the motion CARRIED.

Sheriff's Department – 10 In-Car Cameras \$15,192/per year for five years or \$75,960.00

The Committee was reviewed information on replacing the in-car cameras for the Sheriff's Office patrol fleet; the current cameras have been troublesome and not reliable. The Sheriff is asking to approve Lenslock a new company to Michigan, that come with high recommendations for larger departments. Lenslock redaction software is the lowest price at \$2,400.00 of the three vendor quotes; the Sheriff's Office has budgeted \$15,000.00 for FY23 and will be seeking a MMRMA RAP grant of \$10,000.00 reimbursement or \$1,000.00 per camera. Administration noted that for purchases like this that we usually do not spread them out over the five-year period and just make a budget amendment, to get the equipment upgraded; it was noted that these cameras are invaluable to the officers and the County.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the purchase of ten (10) in-car camera systems from Lenslock at the price of \$75,960.00, and to seek the \$10,000.00 MMRMA RAP grant reimbursement and approve an equipment budget adjustment of \$50,960.00 to cover the full cost in FY23. On a voice vote, the motion CARRIED.

Sheriff's Department – Inmate Commissary – update contract and add two kiosks – no cost

The Committee was updated the Committee regarding the Keefe Commissary Network Service Agreement, and presented a new five (5) year with a renewal agreement which will add two kiosks allowing visitors to put money on an inmate account without coming to the Sheriff's window and allowing inmates to bond themselves out with cash or credit card. One kiosk would be in booking and the other in the 1st floor hallway of the County Building.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Chippewa County and Keefe Commissary Network LLC Commissary Services Agreement as updated a 5-year contract with auto renewal for commissary services with added kiosks. On a voice vote, the motion CARRIED.

Administration – Recycling Collection and Disposal Renewal January 1, 2024 through December 31, 2027

The Committee briefly reviewed the request to renew the agreement between Chippewa County and Northern Transitions, Inc. to establish the Chippewa County Recycling Program – Recycling Collection and Disposal Agreement for a four-year term January 1, 2024 through December 31, 2027. This agreement was previously reviewed by counsel in 2019 and the County Recycling Committee members passed a motion to forward the Agreement to the Commission on March 2, 2023.

It was moved by Commissioner Martin, supported by Commissioner Shackleton, to approve and authorize signature for the renewal of the agreement between Chippewa County and Northern Transitions, Inc. for the Chippewa County Recycling Program – Collection and Disposal Agreement for a four-year term running January 1, 2024 thru December 31, 2027. On a voice vote, the motion CARRIED.

Administration – Policy 407 – Jury Reimbursement Update

The Committee reviewed the updated policy regarding jury reimbursement.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve Policy 407 – Jury Reimbursement as updated and presented. On a voice vote, the motion CARRIED.

Administration – Regular June Meeting Date

It was moved by Commissioner Martin, supported by Commissioner Shackleton, to change the date of the June Regular meeting from Thursday, June 15th to Wednesday, June 14th due to conflicting schedules. On a voice vote, the motion CARRIED.

Administration- Purchase 3-Story Rolling Scaffold Tower \$1,656.00 plus delivery

The Committee reviewed the request to purchase rolling scaffolding for use in the Correctional Facility and the Courtroom for everyday type maintenance; the quote from Home Depot of \$1,656.00 did not include delivery.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve the scaffolding tower purchase. On a voice vote, the motion CARRIED.

Administration – Release RFQ’s for Two Copiers and a Security Camera System

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the release of three RFQ’s two for copiers for the Friend of the Court and Probate/Family Court and one for a new security camera system for the Courthouse and County Building. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – February – County and Health Department

It was moved by Commissioner Martin, supported by Commissioner Traynor, to recommend the approval of February County bills and payroll: general claims \$303,444.22, other fund claims \$1,763,671.64, payroll \$621,918.86, and Health Department claims \$347,707.83 and payroll \$237,813.64 total claims \$2,689,034.72. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner Traynor noted that he had toured the jail and been to the prison liaison meeting. Commissioner Shackleton reminded the Committee and those in attendance that he had notified Administration and the other Board members, regarding his appointment to the MyMichigan Corporate Board, as well as, public statement via Committee meeting, that he would not be involved with the negotiations between the County and MyMichigan regarding the lease and potential sale, due the conflict. He reminded the members and the

Chairman that he would give up the spot on the Corporate Board anytime, if anyone feels he should. Commissioner Martin does not understand the need for the County to sell the property at this point, he thinks that we need to keep the lease, so that we have an interest for the community; his constituents are calling and telling him to not sell 'their hospital'.

Chairman Comments

Commissioner Savoie countered that the lease with War Memorial Hospital changed once the merger with MyMichigan happened; as without the merger War Memorial Hospital would not be able to afford this expansion of services, upgrade the building and to offer more services. MyMichigan wants an assurance for their \$60 to \$70 million dollar investments, which anyone would want. The County is not involved with the operations of the hospital, other than a nomination that may or may not be approved by the hospital, which is why we are gathering the appraisals to get the fair market price value to explore the County options. The potential sale of the property was brought up during the lease renewal, the information needs to be gathered so that an informed decision can be made.


No additional comments.

Adjourn

It was moved by Commissioner Traynor, supported by Commissioner Lieurance to adjourn.

The meeting adjourned at 5:27 p.m.


Kelly J. Church, Recorder


Robert Savoie, Chairman.