

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

May 14, 2024

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, May 14, 2024 at the Chippewa Courthouse in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 4:30 p.m. with a quorum present. The meeting was available via Zoom.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Margaret Smith, Shawn Baker, Kylie Thompson, Josh Doherty, MaryAnne Shannon, Cady Bauers, David Markham, and Kelly Church

PRESENT VIA ZOOM: Anthony Zakic, Suzanne Lieurance.

Approval of the Agenda

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

Public Comment

No public comment was offered.

Correspondence and Informational Items

The Committee reviewed the Treasurer's Investment reports, the VISA billing, travel requests, Home Health and Hospice report and DTRF/RHFV quarterly reports. No action required.

AGENDA ITEMS

Health Department – Server Purchase \$16,356.92; sole source purchase with DSTech

The Committee review a purchase request for a new server at the Health Department to create additional network storage space and improve network speed and security. The Committee was asked to waive the County purchasing policy as DSTech is the sole source, third-party IT support vendor, the cost of the server is \$16,356.92. Funds to purchase the server will be from the Public Health Infrastructure Grant. The request also includes the reconfiguration and installation of the old server in the SHACC.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the server purchase from DSTech at a price not to exceed \$16,356.92; for the Server Power Edge R350; and to move the old server to the SHACC; with funds from the Public Health Infrastructure Grant. On a voice vote, the motion CARRIED.

Health Department Quality Assurance Program Improvement (QAPI) Monitoring

• Hospice ~ Home Health ~ Home Care/Private Duty PIP's

The Committee received and reviewed the programming data for the Hospice, Home Health and Home Care/Private Duty for the period covering September 2023 to February 2024. This is a quarterly review by the Board to provide oversight to the Health Department.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to acknowledge oversight for QAPI monitoring for Home Health, Home Care/Private Duty and Hospice services provided by the CCHD between September 2023 through February 2024 have been reviewed. On a voice vote, the motion CARRIED.

Sheriff's Office – Upfit cost for Chevy Silverado from Fund 273(Road Patrol OT) up to \$13,000.00; will seek MMRMA RAP grant

Sheriff Bitnar requested up to \$13,000.00 from Fund 273 – Road patrol OT to upfit the new Chevy Silverado; this will include a bed organizer and hard cover for the truck bed. Sheriff Bitnar will also seek a MMRMA RAP grant to help lower the cost; no general funds dollars will be used.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize up to \$13,000.00 to be expended to upfit the Chevy Silverado; including a bed organizer and hard cover; from Fund 273 Road Patrol OT; and to seek a MMRMA RAP grant to lower the costs. On a voice vote, the motion CARRIED.

Sheriff's Office – Securus Technologies – Third Amendment – video visits – 20% revenue

The Committee reviewed the Securus Technologies Third Amendment which will add a video connect service, a web-based video conference system that allows individuals to communicate with incarcerated individuals. Securus has been providing services since March 10, 2014; with commission rates to Chippewa County; the commission rate for the Securus Video Connect (SVC) will be 20%.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the Securus Technologies Third Amendment effective until July 8, 2028, or prior with a written notice; amendment as presented. On a voice vote, the motion CARRIED.

Sheriff's Office – 2024 Marine Safety Program Grant \$12,100.00

The Committee reviewed the 2024 Marine Safety Program (Federal Funding) grant Agreement between the Michigan Department of Natural Resources and Chippewa County Sheriff Department; funds of \$12,100.00. Funds to be used for wages, benefits, and operating expenses.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize acceptance of the 2024 Marine Safety Program (Federal) Funding) Grant Agreement in the amount of \$12,100.00, as presented. On a voice vote, the motion CARRIED.

Animal Control – West side yard work at Shelter \$8,800.00

The Committee reviewed a billing from Arbic Construction, Inc. to work on the west side of the Animal Shelter addition; the price includes fencing removal and reinstall, pea stone and excavation cost totaling \$8,800.00.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the quote for \$8,800.00 from Arbic Construction, Inc., to work on the West side of the Animal Shelter addition. On a voice vote, the motion CARRIED.

Information Systems – DSTech Updated Statement of Work & Monthly Cost

The Committee reviewed information from DSTech on the County's Statement of Work; which proposed an update in services to Managed IT Plan, which does increase the monthly cost by \$950.00 per month; but eliminates the 10-hour limit on the Help Desk; which we have been averaging over \$2,374 per month. DSTech will be providing a credit and this should avoid future labor overage fees. The SOW effective date will be 5/17/2024.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve the DSTech Statement of Work for Professional Services, upgraded to Managed IT Plan, effective May 17, 2024, as presented. On a voice vote, the motion CARRIED.

Information Systems - Review Bid Summary – Sheriff Building & Animal Shelter Camera Systems

The Committee reviewed the bid summary for the camera systems for the Animal Shelter and the new Sheriff's Storage Building. Five bids were received and timely; a wire run will still need to be pulled for the new camera locations; and are working with MMRMA for grant monies to help cover the Animal Shelter camera upgrade. The Sheriff's camera expense can come from the budgeted line in Fund 232 – Community Correction for the equipment needs for the new storage building. Administrator Church asked that a budget amendment be approved for the general fund Animal Control Department to cover the expense of the camera upgrade.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve the low bid from ShoreLine Power Services at a total price of \$34,750.00 (\$13,200.00 for the Sheriff's Storage Building and \$21,550.00 for the Animal Shelter); and to approve a budget amendment of \$21,550.00 for 101-430-979.000. On a voice vote, the motion CARRIED.

Public Defender – MIDC 2025 Plan

The Committee reviewed the estimates for the FY2025 MIDC Plan totaling \$1,561,656.94; with a local share of \$226,130.32. The Plan was submitted by Chief Public Defender Jim Robinson; the Public Defender's Office will be losing an attorney effective 5/31/2024; the office currently needs three attorneys.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, acknowledged the submittal of the 2025 Public Defender's Compliance Plan and Cost Analysis Renewal to the MIDC. On a voice vote, the motion CARRIED.

50th Circuit Court - Drug Court – Michigan Drug Court Grant Program \$103,450.00

91st District Court – Mental Health Court Grant Program \$157,268.06

The Committee reviewed the request from 50th Circuit and 91st District for their Drug Court Program \$103,450.00 and Mental Health Court Program \$157,268.06; these grants will come back from the State of Michigan; with amounts lower than the requests; the courts then work with the coordinators to budget the funds. This year we have an extra step because of a change with the Department of Labor, the coordinators will need to become County employees and we have some details to work out because of the number of hours worked.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve the submittal of the 50th Circuit Court – Drug Court Grant Program for \$103,450.00 and the 91st District Court Mental Health Court Grant in the amount of \$157,268.06. On a voice vote, the motion CARRIED.

Office of Emergency Services – New VHF/UHF Repeater Replacement (Waive Policy)

The Committee reviewed a request from Director Postma, to update the VHF/UHF Repeater associated to the 4 Mile Road tower; used by several Fire Department and EMS agencies thorough the county. ELCOM has maintained and developed the County system for over two decades; and have a technician within 30 minutes of Sault Ste. Marie; because of this the Committee was asked to waive the County Policy and approve the purchase and installation of the new repeater at the price of \$14,277.30 through ELCOM; this item was budgeted for FY2024.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize ELCOM services to update the 4 Mile Road Repeater; at the price of \$14,277.30 and to waive the County Purchasing Policy, as presented. On a voice vote, the motion CARRIED.

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

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to recommend the approval of April County bills and payroll: general claims \$412,91.30, other fund claims \$4,453,697.29, payroll \$625,966.34, and Health Department claims \$180,185.88 and payroll \$197,360.29 total claims \$5,870,161.10. On a voice vote, the motion CARRIED.

Committee Comments

No additional comments were offered.

Chairman Comments

No additional comments were offered.

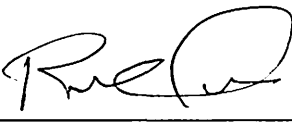
Adjourn

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

The meeting adjourned at 4:44 p.m.



Kelly J. Church, Recorder



Robert Savoie, Chairman.