First Day of the October Session of the Board of Commissioners of Saginaw County, Michigan, held Tuesday, October 15, 2019. The Board met pursuant to adjournment at 5:00 p.m. with the Honorable Michael A. Webster in the Chair. Deputy Clerk Suzy Koepplinger took roll, quorum present as follows:

PRESENT: Kathleen K. Dwan, Cheryl M. Hadsall, Kyle R. Harris, Kirk W. Kilpatrick, Dennis H. Krafft, Sheldon Matthews, Amos O’Neal, Carl E. Ruth, Charles M. Stack, James G. Theisen, Michael A. Webster - 11

ABSENT: - 0
TOTAL: - 11

Commissioner Harris gave the invocation and introduced Commander Rod Toma from American Legion Post #212 to lead the Pledge of Allegiance to the Flag. Commissioner Harris then presented Commander Toma with a Certificate of Recognition in honor of the American Legion’s Centennial Celebration.

CLERK’S CALL OF SESSION

October 4, 2019
TO: SAGINAW COUNTY BOARD OF COMMISSIONERS
RE: Notice of October 15, 2019 Board Session

Honorable Commissioners:
The Saginaw County Board of Commissioners will convene for its First Day’s Session on Tuesday, October 15, 2019 at 5:00 p.m. in the Board Chambers, Second Floor - Room 200, Saginaw County Governmental Center, Saginaw, Michigan.
Respectfully Submitted,
Michael J. Hanley, County Clerk

By the Chair: That the Notice of Meeting from the County Clerk be received and filed, if there are no objections. The Chair hears none; it is so ordered.
APPROVAL OF MINUTES
Commissioner Kilpatrick moved, seconded by Commissioner Harris, to approve the September 17, 2019 Board Session Minutes. Motion carried.

FOIA DENIAL APPEALS
The Chair announced that County Civil Counsel recommended the Board issue written notice to Scott Lewis Private Investigations LLC upholding the disclosure denial of its Freedom of Information Act request. He asked for a motion to concur. **Commissioner Krafft moved, seconded by Commissioner Hadsall, to uphold the disclosure denial and issue written notice to Scott Lewis Private Investigations LLC. Motion carried.**

The Chair announced that County Civil Counsel recommended the Board issue written notice to Bryce Thompson upholding the disclosure denial of his Freedom of Information Act request. He asked for a motion to concur. **Commissioner Hadsall moved, seconded by Commissioner Kilpatrick, to uphold the disclosure denial and issue written notice to Bryce Thompson. Motion carried.**

The Chair announced that County Civil Counsel recommended the Board issue written notice to Damon Galvin upholding the fee established in the deposit request in response to his Freedom of Information Act request. He asked for a motion to concur. **Commissioner Harris moved, seconded by Commissioner Hadsall, to uphold the fee established in the deposit request dated September 30, 2019 and issue written notice to Damon Galvin. Motion carried.**

AUDIENCES
- Commissioners O’Neal and Matthews presented Brenda Moore, City of Saginaw Mayor Pro Tem, with a Certificate of Recognition for being named the first African American female President of the Michigan Municipal League (MML)
- Commissioner Hadsall presented William Cowdry, Saginaw County Bar Association Board of Directors, with a Proclamation for October 20 – 26, 2019 as Pro Bono Celebration Week
- Commissioners O’Neal and Matthews presented Nancy Parker, Director, and Michael Kelly, Chair of the Board, Saginaw Children’s Zoo, with a Certificate of Recognition on re-accreditation
- Commissioner Hadsall presented Shawn Shutt, Prevention Education Coordinator, Underground Railroad, with a Proclamation for October as Domestic Assault Awareness Month
- Joyce Seals spoke regarding the building location for Animal Care & Control
- Judge A.T. Frank spoke in opposition to Aetna as the county’s third party administrator of its employee healthcare plan
LAUDATORY RESOLUTIONS

- Certificate of Recognition to Brenda Moore as President of MML
- Certificate of Recognition to Nancy Parker on Saginaw Zoo reaccreditation
- Certificate of Recognition to the Saginaw County Friend of the Court on its 100th Anniversary
- Certificate of Recognition to the American Legion in honor of its Centennial Celebration

CERTIFICATE OF RECOGNITION
Brenda F. Moore

“My goal as president is to tell my story and to encourage everyone who will listen, that there is a way to accomplish their dreams like I have. I want to go into communities and inspire others. I’ll say, “Look at me. I’m from little, old Saginaw and now I’m the League president. You can do the same thing I did and represent your community in an outstanding way.” ~ Brenda Moore

Before you celebrate someone making history, you should understand the climb and the uphill battles that one faced. Brenda F. Moore’s road to the top at the Michigan Municipal League (MML) was not your typical journey. Ms. Brenda (as she is affectionately known) is a life-long resident of Saginaw, Michigan, and a proud graduate of Saginaw High School and Delta College. Just six years ago, she had zero political experience and was working as a bail bond agent and bounty hunter. She used that position to help people and viewed it as missionary work. She didn’t just assist people with bond money, she helped them navigate the court system and get assistance for treatment for drug addiction and/or mental health issues.

A series of events, including the closure of the Buena Vista School District where she had worked, helped her successfully run for Saginaw City Council in 2013. Brenda quickly got involved with MML, attending trainings and serving on committees. She worked hard and took on leadership roles with the Michigan Black Caucus of Local Elected Officials and the League’s Elected Officials Academy (EOA) where she attained the highest level – The Ambassador Level 4 – of the EOA. Ms. Brenda also served as a facilitator for the Service Employees International Union (SEIU) Local 517M.

Ms. Brenda has been on the Municipal League board since 2016. She truly believes in what the League is about, particularly how they fight for all Michigan communities, including urban centers like Saginaw as well as smaller, more rural communities. In 2018, Ms. Brenda served as the League’s vice president and stepped in the president’s role in July when the former president resigned to finish the term.

In September 2019, Ms. Brenda’s ultimate dream was fulfilled. The Michigan Municipal League Board selected Ms. Brenda Moore as its first African American woman president in the League’s 120-year history.

Ms. Moore’s selection as president further cements the City of Saginaw as being a historic community for the League board in a variety of ways:

- In 1899, the League’s first president was from Saginaw – William B. Baum, Sr., Mayor
- The League’s second male African American president was Sylvester Joe Stephens, Councilmember, from Saginaw
- Ms. Brenda Moore is the first female, African American president (fourth African American overall), and fourth President to hail from Saginaw
The Saginaw County Board of Commissioners congratulates Ms. Brenda Moore on becoming the first female, African American President of the Michigan Municipal League and for continuously shining a bright light on the City of Saginaw and its residents.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Michael A. Webster                      Amos O’Neal
Chair, District #11                         Commissioner, District #9

Presented & Adopted: October 15, 2019

CERTIFICATE OF RECOGNITION
Saginaw Children’s Zoo

Since 2016, the Saginaw Children’s Zoo has reached the milestone of receiving over 100,000 visitors each year. The Zoo was named one of the top five generators in the region, with an economic impact of over $40 million annually. With 10 acres of park land, over 100 animals, colorful gardens, an ADA accessible train, and the region’s only hand-carved carousel, the Saginaw Children’s Zoo has become a magical place for all. Part of that magic is attributed to their Association of Zoos and Aquariums (AZA) accreditation. This “gold standard” accreditation means that the Zoo can be a part of something greater, including access to breeding programs to save species, as well as providing reciprocal Zoo member benefits. The Saginaw Children’s Zoo has been accredited by the AZA since 2009.

To be accredited, the Saginaw Children’s Zoo undergoes a thorough review to make certain it has and will continue to meet ever-rising standards in categories which include animal care and welfare, veterinary programs, conservation, education, and safety. AZA requires zoos and aquariums to successfully complete this rigorous accreditation process every five years in order to be members of the Association.
The accreditation process includes a detailed application and a meticulous on-site inspection by a team of trained zoo and aquarium professionals. The inspecting team observes all aspects of the facility’s operation, including animal care and welfare; keeper training; safety for visitors, staff and animals; educational programs; conservation efforts; veterinary programs; financial stability; risk management; visitor services; and more. Finally, top officials are interviewed at a formal hearing of AZA’s independent Accreditation Commission, after which accreditation is granted, tabled, or denied.

On September 8, 2019 the Saginaw Children’s Zoo was granted reaccreditation. Nancy Parker, Zoo Director, was present at the hearing alongside Board of Directors Vice Chair, Sherrie Fritze-Harris, Animal Curator Sarah Colman, and Conservation & Education Manager Mia Banaszek. The hearing took place at the AZA conference in New Orleans, LA.
The Saginaw County Board of Commissioners commends the Saginaw Children’s Zoo its hard work and reaccreditation.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Amos O’Neal                      Sheldon Matthews
Chair, District #9                         Commissioner, District #4

Adopted & Presented: October 15, 2019
CERTIFICATE OF RECOGNITION
Friend of the Court
Celebrating 100 Years of Service
1919 – 2019

The Friend of the Court has been an extremely impactful part of the judicial system for the last 100 years and will continue to grow, help, and serve for the next 100.

The idea of the Friend of the Court (FOC) began in 1917 in Wayne County as an act of grace from the Courts to a disadvantaged population to address the issue of payers disobeying court orders and the difficulty of bringing the matter before the court on their own. Wayne County judges appointed a special prosecutor, a “Friend of the Court,” who would bring to the Courts attention a person’s failure to obey the Courts’ decrees and to make sure children were properly cared for. Following WWI, divorces and out of wedlock births were at an all-time high and the need for the Friend of the Court expanded. Further, the experiment in Wayne County was such a success that in 1919 the Michigan Legislature passed legislation establishing Friend of the Court in every county to ensure the welfare of children. This was a concept built out of compassion and the recognition that the courts could help protect our most vulnerable people - the young, the poor and those devoid of representation. In 1982, the FOC became exclusively part of the Circuit Court and Friends of the Court were appointed by the Chief Judge of each county. The Friend of the Court continues to find new and more effective ways to help Michigan families and its role is ever expanding.

Today, Michigan is unique in that it is the only state that serves its residents on family law cases through the “Friend of the Court” office. Most other states have numerous administrative offices that perform only some of the functions that are provided by one office in the State of Michigan. More than 2000 employees serve Friend of the Court offices across the state. The Friend of the Court is a group which assumes many roles; lawyers, counselors, mediators, investigations, accountants, therapists, cheerleaders, and coaches, but most of all we are human beings helping other human beings through what might be one of the worst times in their life. The Friend of the Court has been an extremely impactful part of the judicial system for the last 100 years and will continue to grow, help, and serve for the next 100.

The Saginaw County Board of Commissioners congratulates the State of Michigan and Saginaw County Friend of the Court on its 100th anniversary.

Respectfully Submitted,

Saginaw County Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented: October 9, 2019
Adopted: October 15, 2019
CERTIFICATE OF RECOGNITION
American Legion
Celebrating 100 Years

The American Legion Centennial Celebration is not only about honoring the past 100 years of its history, but also preparing to continue its legacy of service. It is also the perfect time to chart a course for its second century. New generations of veterans depend on the kind of vision shared and expressed by the World War I era founders. That vision proved timeless.

The American Legion was chartered by Congress in 1919 as a patriotic veteran’s organization. Focusing on service to veterans, service members and communities, the Legion evolved from a group of war-weary veterans of World War I into one of the most influential nonprofit groups in the United States. Membership swiftly grew to over 1 million, and local posts sprang up across the country. Today, membership stands at nearly 2 million in more than 13,000 posts worldwide. The posts are organized into 55 departments: one each for the 50 states, along with the District of Columbia, Puerto Rico, France, Mexico and the Philippines.

Over the years, the American Legion has influenced considerable social change in America, won hundreds of benefits for veterans and produced many important programs for children and youth.

The Saginaw County Board of Commissioners recognizes the American Legion’s contribution to bettering the life of veterans by standing up for their rights and extending its vision and values to future generations. Congratulations on 100 years!

Respectfully Submitted,
Saginaw County
Board of Commissioners
Michael A. Webster                      Kyle R. Harris
Chair, District #11                        Commissioner, District #6

Presented & Adopted: October 15, 2019

PETITIONS AND COMMUNICATIONS

By the Chair: That the following communications received by the Board of Commissioners were referred as designated, if there are no objections. The Chair hears none; it is so ordered.

10-15-1 MOBILE MEDICAL RESPONSE submitting its tri-annual report on response times and other related information.
-- Courts & Public Safety (Receive & File)

10-15-2 PURCHASING/RISK MANAGER submitting the Saginaw County PNC Credit Card Statement and Detailed Charges for August 2019.
-- Budget/Audit (Receive & File)

10-15-3 BRIDGEPORT CHARTER TOWNSHIP sending notice of a Public Hearing on a request from Sweeney Metalworking for an Industrial Facilities Tax Exemption Certificate for the property at 4450 Marlea Dr., Bridgeport, MI.
-- County Services (Receive & File)

-- County Services (Receive & File)
10-15-5 KATHLEEN (KITTY) PACKARD requesting re-election to the Michigan Department of Health & Human Services Board.
--- Election

10-15-6 MICHIGAN INSTITUTE OF FORENSIC SCIENCE & MEDICINE (MIFSM) submitting a draft contract between MIFSM and Saginaw County to take over all services required of the Medical Examiner Office.
--- Courts & Public Safety *(To be determined at Special CPS held prior to Board)*

10-15-7 FRANKENMUTH DOWNTOWN DEVELOPMENT AUTHORITY submitting the DDA Annual Report with notice of two public meetings scheduled pursuant to P.A. 57 of 2018.
--- County Services *(Receive & File)*

--- County Services *(Receive & File)*

10-15-9 MAINTENANCE requesting waiver of the hiring freeze and approval to fill the position of Maintenance Worker II (Grounds).
--- Labor Relations *(Denied at Committee)*

10-15-10 PURCHASING/RISK MANAGER requesting approval of a contract between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services for a 5-year term with right of renewal for an additional five (5) years.
--- Courts & Public Safety *(10-15-2.1)*

10-15-11 CONTROLLER/CAO requesting approval of the proposed Budget Reduction Discussion Schedule for Judges, Elected Officials and Appointed Department Heads to meet with the Budget/Audit Committee over the course of 2019/2020 and discuss reducing expenditures by 4.11% in each office or department.
--- Budget/Audit *(10-15-4.2)*

10-15-12 SHERIFF requesting creation of a second Personnel Control Number (PCN) for a Deputy Sheriff to fulfill the Spaulding Township contract; and requesting waiver of the hiring freeze and approval to fill two (2) positions of Deputy Sheriff in the Road Patrol division due to vacancies.
--- Courts & Public Safety/Labor Relations *(10-15-5.2)*

10-15-13 SHERIFF requesting approval to: (1) Use FY 2019 fund balance to contract with retired employee Mary Snow for training purposes for a period of 90 – 180 days at a cost of $12,000; (2) Use FY 2019 budgeted funds to purchase vests for law enforcement at a cost of $9,713; (3) Use FY 2019 budgeted funds to purchase ballistic vests for jail staff instead of hand held radios for corrections officers at a cost of $5,000; (4) Use FY 2019 budgeted funds to purchase Garrison hats at a cost of $4,183; and (5) To amend the FY 2020 Budget using reserves to increase the Narcotics Enforcement Fund (280-30111) by $17,224 for the purpose of leasing a law enforcement vehicle.
--- Courts & Public Safety/Budget/Audit *(10-15-4.3)*

10-15-14 MOSQUITO ABATEMENT requesting approval to move $250,000 of FY 2019 Fund Balance into its FY 2020 Budget in order to complete construction of a steel storage building.
--- Budget/Audit *(10-15-4.4)*

--- County Services *(10-15-3.1)*
10-15-16 HEALTH DEPARTMENT requesting an increase in its FY 2020 Budget in the amount of $297,030 from the General Fund to cover Information Technology and Indirect Costs allocated to the department.

-- Budget/Audit (10-15-4.5)

10-15-17 COMMISSION ON AGING requesting waiver of the hiring freeze and approval to fill the position of Caseworker – Caregiver Support Program (PT).

-- Labor Relations (10-15-5.3)


-- Courts & Public Safety (Receive & File)

10-15-19 THEDOW/HUNTINGTON EVENT PARK submitting millage planning details.

-- County Services (Receive & File)


-- Budget/Audit (10-15-4.1)

10-15-21 UNION/MANAGEMENT BENEFIT COMMITTEE submitting its recommendation related to Public Act 152 of 2011, known as the Employee Health Insurance Act, as to default position (“hard caps”) and engaging Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020.

-- Labor Relations (10-15-5.4)

10-15-22 SAGINAW CHARTER TOWNSHIP sending notice of a Public Hearing on a request from Blue Thumb Distributing Inc. for an Industrial Facilities Tax Exemption Certificate for the property at 2650 Schust Rd., Saginaw, MI.

-- County Services (Receive & File)

10-15-23 SHERIFF requesting an increase in its FY 2020 Budget for SCCJCC from fund balance in the amount of $4,500 for three (3) additional car computers.

-- Executive (10-15-6.1)

10-15-24 HEALTH DEPARTMENT requesting waiver of the hiring freeze and approval to fill the vacant position of Public Health Nurse and allow waiver of the hiring freeze for the remainder of FY 2020 in order to fill only vacant Public Health Nurse positions at the Health Department.

-- Labor Relations (10-15-5.5)


-- Labor Relations (Receive & File)

10-15-26 PERSONNEL DIRECTOR requesting further discussion on County Policy #135, “Employee Combined Charitable Campaign Policy” and decision to either move forward with the campaign or delete the policy.

-- Labor Relations (10-15-5.7)

10-15-27 SUICIDE RESOURCE & RESPONSE NETWORK submitting information on prevention, intervention and aftercare. Saying and doing – When we say how are you, do we care?

-- Executive

10-15-28 RETIREMENT ADMINISTRATOR/CONTROLLER requesting approval of Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans.

-- Labor Relations (10-15-5.6)
10-15-29  PROSECUTOR requesting an increase in its FY 2020 Budget in the amount of $70,757 from the General Fund to cover funding the Auto Theft Assistant Prosecutor due to non-renewal of a grant.

--  Courts & Public Safety  *(Return to December Courts & Public Safety Committee)*

10-15-30  HEALTHSOURCE SAGINAW submitting its request for the Board of Commissioners to consent to the reappointment of Miguel Gomez and Timothy Novak with terms to expire December 31, 2022 and the new appointment of Dawn Luptowski to fill a vacancy with a term to expire December 31, 2021 to the HealthSource Saginaw Board of Trustees.

--  Election

INITIATORY MOTIONS

None

REPORTS OF COMMITTEES

1.  Human Services Committee – A. O’Neal, Chair; J. Theisen, Vice-Chair
None

2.  Courts and Public Safety Committee – C. Hadsall, Chair; K. Kilpatrick, Vice-Chair

   2.1)  PURCHASING/RISK MANAGER, re: Approval of Ambulance Service Agreement with Mobile Medical Response (MMR) – On file in Board Office

   2.2)  MIFSM, re: Approval of contract between MIFSM and Saginaw County for Medical Examiner services

   •  Krafft moved, seconded by Harris, to return 2.1 back to the Courts & Public Safety Committee for further discussion. Motion carried.

   •  Hadsall moved, seconded by Harris, to approve 2.2. Hadsall moved, seconded by Theisen, to amend the Board Report to indicate a savings to the Medical Examiner Office of $50,000 instead of $100,000. Motion carried on the amendment. After discussion, motion carried on the main motion, as amended.

SENT BACK TO COURTS & PUBLIC SAFETY COMMITTEE

FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.1  OCTOBER 15, 2019
Your committee considered Communication No. 10-15-10 from Kelly Suppes, Purchasing/Risk Manager, requesting approval of a contract between Mobile Medical Response (MMR) and Saginaw County for EMS Call Answering and Ambulance Services for a 5-year term with right of renewal for an additional five (5) years.

The committee met with Robert Belleman, Controller/CAO, who stated that only one Vendor, Mobile Medical Response (MMR), provided a response to the County’s Request for Proposal (RFP). The proposal response was reviewed in detail by Robert Belleman, Controller/CAO and County Civil Counsel. MMR meets or exceeds all requirements of the RFP. The current contract with MMR expires October 31, 2019. The new contract will be for a 5-year term with right of renewal for an additional 5 years. The newly proposed agreement will commence November 1, 2019 and continue said service until October 31, 2024.
We recommend Saginaw County enter into an Ambulance Service Agreement with Mobile Medical Response, Inc. to expire October 31, 2024 and, further, that the proper County officials be authorized and directed to sign the necessary documents on behalf of the County, subject to review by the Controller as to substance and Counsel as to legal form.

Respectfully Submitted,
COMMITTEE ON COURTS & PUBLIC SAFETY
Cheryl M. Hadsall, Chair    Kirk W. Kilpatrick, Vice-Chair
Kathleen K. Dwan    Amos O’Neal
Michael A. Webster

FROM: COMMITTEE ON COURTS & PUBLIC SAFETY – 2.2  *AMENDED  OCTOBER 15, 2019
Your Courts & Public Safety Committee considered Communication No. 10-15-6 from the Michigan Institute of Forensic Science & Medicine (MIFSM) submitting a draft contract between MIFSM and Saginaw County to take over all services required of the Medical Examiner Office. The committee met prior to the Board Session and discussed the draft contract. The contract will begin November 1, 2019 and MIFSM will report annually to the County. The purpose of the contract is to provide high quality medical examiner and forensic pathology services for Saginaw County and will successfully account for many of the problems that the Medical Examiner’s Office currently faces and turn them into great success stories. In addition, it will save the county $100,000 *approximately $50,000 from the Medical Examiner’s budget.
We recommend Saginaw County enter into a contract with MIFSM and, further, that the proper County officials be authorized and directed to sign the necessary documents on behalf of the County, subject to review by the Controller as to substance and Counsel as to legal form.

Respectfully Submitted,
COMMITTEE ON COURTS & PUBLIC SAFETY
Cheryl M. Hadsall, Chair    Kirk W. Kilpatrick, Vice-Chair
Kathleen K. Dwan    Amos O’Neal
Michael A. Webster

3.  County Services Committee – C. Stack, Chair; C. Hadsall, Vice-Chair

3.1)  EQUALIZATION, re: Approval of the 2019 Apportionment Report

  Stack moved, seconded by Krafft, to approve 3.1.  Motion carried.

FROM: COMMITTEE ON COUNTY SERVICES – 3.1  OCTOBER 15, 2019
Your committee considered Communication No. 10-15-15 from Denise Babbitt, Director of Equalization, requesting approval of the 2019 Apportionment Report filed by the various cities, townships, villages and school districts indicating the amount of millage to be spread, for all purposes, by the taxing entities within their jurisdiction. Attached hereto and made a part of this report is the schedule of tax levies to be spread upon the 2019 tax rolls of the respective jurisdictions. Said levies are expressed in terms of millage provided for in Section 37 of Act 347 of the Public Acts of 1968, as amended.
We met with Liz Gooch, Deputy Equalization Director, and she informed the committee that, although at this time all jurisdictions have submitted their L-4029 Millage Rate Request Form, school millage votes may require future amendment.

We recommend approval of the 2019 Apportionment Report as presented.

Respectfully Submitted,

COMMITTEE ON COUNTY SERVICES
Charles M. Stack, Chair
Kyle R. Harris
Michael A. Webster

Cheryl M. Hadsall, Vice-Chair
Dennis H. Krafft

[Report begins on next page]
## 2019 Millage Rates for Saginaw County

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* Special Assessment Fire Real Property Only
# Special Assessment Fire on Improved Comm. & Ind. Real Property Only
** Special Assessment Police Real Property Only
*** Water Special Real Property Only
**** Kochville DDA 1 and DDA 2 levy an additional 2.0 mill on DDA property only
***** Thomas DDA levies an additional 2.0 mills on non PRE/QA DDA property only
### 2019 Millage Rates for Saginaw County

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<td>City of Frankenmuth</td>
<td>9.2500 **</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Villages</th>
<th>Voted</th>
</tr>
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<tbody>
<tr>
<td>Birch Run</td>
<td>4.5700</td>
</tr>
<tr>
<td></td>
<td>3.5000 #</td>
</tr>
<tr>
<td>Chesaning</td>
<td>22.1776</td>
</tr>
<tr>
<td>Merrill</td>
<td>13.7740</td>
</tr>
<tr>
<td>Oakley</td>
<td>4.5837</td>
</tr>
<tr>
<td>St Charles</td>
<td>15.0000</td>
</tr>
<tr>
<td>Reese</td>
<td>12.5000</td>
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<table>
<thead>
<tr>
<th>Community College</th>
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<tbody>
<tr>
<td>Delta</td>
<td>2.0427</td>
</tr>
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<table>
<thead>
<tr>
<th>Intermediate School Districts</th>
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<tbody>
<tr>
<td>Bay-Arenac</td>
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<td>Clinton</td>
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<td>Genesee</td>
<td>0.1627</td>
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<td>Gratiot-Isabella</td>
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<tr>
<td>Saginaw</td>
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</tr>
<tr>
<td>Shiawassee</td>
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<tr>
<td>Tuscola</td>
<td>0.1411</td>
<td>4.0998</td>
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<table>
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<th>Other</th>
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<tbody>
<tr>
<td>Saginaw Transit System Authority</td>
<td>3.0000</td>
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<tr>
<td>Public Libraries of Saginaw</td>
<td>3.9947</td>
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<tr>
<td>Reese Union District Library</td>
<td>0.9965</td>
</tr>
<tr>
<td>Bridgeport Public Library</td>
<td>1.5000</td>
</tr>
<tr>
<td>River Rapids District Library</td>
<td>0.9969</td>
</tr>
<tr>
<td>Frankenmuth District Library</td>
<td>0.8493</td>
</tr>
<tr>
<td>Merrill District Library</td>
<td>0.7980</td>
</tr>
<tr>
<td>St Charles District Library</td>
<td>0.7989</td>
</tr>
<tr>
<td>Brant, St Charles and Swan Creek Townships</td>
<td>0.7989</td>
</tr>
<tr>
<td>Thomas Township Library</td>
<td>0.3200</td>
</tr>
</tbody>
</table>

* City of Saginaw levies 7.5 mill for police on @Real property only
** City of Frankenmuth levies an additional 1.0 mill on D.D.A. property only
*** Village of Birch Run levies 1.5 mill for streets on real property only
# Real property only
# Tuscola ISD additional millages are by Charter
## 2019 Millage Rates for Saginaw County

<table>
<thead>
<tr>
<th>County Schools</th>
<th>SET.</th>
<th>Non-Homestead</th>
<th>Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birch Run</td>
<td>6.000</td>
<td>18.000</td>
<td>3.000</td>
</tr>
<tr>
<td>Bridgeport-Spaulding</td>
<td>6.000</td>
<td>18.000</td>
<td>3.000 **</td>
</tr>
<tr>
<td>Carrollton</td>
<td>6.000</td>
<td>17.7876</td>
<td>8.660</td>
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<tr>
<td>Chesaning Union</td>
<td>6.000</td>
<td>17.9838</td>
<td>5.620</td>
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<tr>
<td>Frankenmuth</td>
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<td>17.6138</td>
<td>20.000</td>
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<td></td>
<td></td>
<td></td>
<td>2.190</td>
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<tr>
<td>Freeland</td>
<td>6.000</td>
<td>18.000</td>
<td>2.600</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>0.9995 **</td>
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<tr>
<td>Hemlock</td>
<td>6.000</td>
<td>18.000</td>
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<tr>
<td>Merrill</td>
<td>6.000</td>
<td>18.000</td>
<td>7.830</td>
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<tr>
<td>Saginaw City</td>
<td>6.000</td>
<td>18.000</td>
<td>7.600</td>
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<tr>
<td>Saginaw Twp</td>
<td>6.000</td>
<td>18.000</td>
<td>2.900</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>1.000</td>
</tr>
<tr>
<td>St Charles</td>
<td>6.000</td>
<td>18.000</td>
<td>4.550</td>
</tr>
<tr>
<td>Swan Valley</td>
<td>6.000</td>
<td>18.000</td>
<td>7.000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1.500 **</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Out of County Schools</th>
<th>SET.</th>
<th>Non-Homestead</th>
<th>Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley</td>
<td>6.000</td>
<td>17.3904</td>
<td>8.400</td>
</tr>
<tr>
<td>Bay City</td>
<td>6.000</td>
<td>18.000</td>
<td>2.340</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>0.650 **</td>
</tr>
<tr>
<td>Breckenridge</td>
<td>6.000</td>
<td>18.000</td>
<td>2.500</td>
</tr>
<tr>
<td>Clio</td>
<td>6.000</td>
<td>18.000</td>
<td>1.9958 **</td>
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<tr>
<td>Montrose</td>
<td>6.000</td>
<td>17.6283</td>
<td>7.000</td>
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<tr>
<td></td>
<td></td>
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<td>0.9971 **</td>
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<tr>
<td>New Lothrop</td>
<td>6.000</td>
<td>18.000</td>
<td>9.1700</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1.2500 **</td>
</tr>
<tr>
<td>Ovid-Elsie</td>
<td>6.000</td>
<td>17.9694</td>
<td>7.800</td>
</tr>
<tr>
<td>Reese</td>
<td>6.000</td>
<td>18.000</td>
<td>2.400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1.500</td>
</tr>
</tbody>
</table>

** Sinking Fund
### 2019 MILLAGE RATES FOR SAGINAW COUNTY

<table>
<thead>
<tr>
<th>Saginaw County,</th>
<th>Allocated</th>
<th>Voted</th>
<th>Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating</td>
<td>4.8558</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Control</td>
<td>0.4250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County Events Center</td>
<td>0.2250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Castle Museum</td>
<td>0.1997</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County Parks</td>
<td>0.2942</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Citizens</td>
<td>0.5900</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mosquito Control</td>
<td>0.6400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sheriff Service</td>
<td>1.3394</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Children's Zoo</td>
<td>0.2000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9-1-1 Authority</td>
<td>0.2800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hospital Debt</td>
<td></td>
<td></td>
<td>0.4589</td>
</tr>
</tbody>
</table>

**Sub-Total**

| Operating   | 4.8558 | 4.1933 | 0.4589 |

**Total County Rate**

9.5080

4. **Budget Audit Committee – D. Krafft, Chair; A. O’Neal, Vice-Chair**

4.1) **TREASURER/CONTROLLER**, re: Claims for August 2019

- **Krafft moved, seconded by Dwan, to approve 4.1. Motion carried.**

4.2) **CONTROLLER/CAO**, re: Approval of Budget Reduction Discussion Schedule

- **Krafft moved, seconded by Dwan, to approve 4.2. Motion carried.**

4.3) **SHERIFF**, re: Approval of various budget adjustments

- **Krafft moved, seconded by Matthews, to approve 4.3. Motion carried.**

4.4) **MOSQUITO CONTROL**, re: Approval to move $250,000 fund balance into FY 2020 Budget to complete Capital Improvement Project

- **Krafft moved, seconded by Dwan, to approve 4.4. Motion carried.**

4.5) **HEALTH DEPARTMENT**, re: Approval to increase its FY 2020 Budget by $297,030 from the General Fund to cover IT and Indirect Costs allocated to the department

- **Krafft moved, seconded by Ruth, to approve 4.5. Motion carried.**
FROM: COMMITTEE ON BUDGET/AUDIT – 4.1 OCTOBER 15, 2019

In accordance with State Statute and County Policy, your Budget/Audit Committee reviewed the claims for presentation to the Board of Commissioners, as listed below:

<table>
<thead>
<tr>
<th>Comm. No.</th>
<th>Payment Type</th>
<th>Period</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Voucher Payments</td>
<td>August 1 – 31, 2019</td>
<td>$15,454,233.17</td>
</tr>
</tbody>
</table>

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Controller’s Office.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT
Dennis H. Krafft, Chair     Amos O’Neal, Vice-Chair
James G. Theisen     Carl E. Ruth
Michael A. Webster

FROM: COMMITTEE ON BUDGET/AUDIT – 4.2 OCTOBER 15, 2019

Your Budget/Audit Committee considered Communication No. 10-15-11 from Robert V. Belleman, Controller/CAO, requesting approval of a proposed Budget Reduction Discussion Schedule for Judges, Elected Officials and Appointed Department Heads to meet with the Budget/Audit Committee over the course of 2019/2020 to discuss reducing expenditures by 4.11% in each office or department.

We met with Koren Thurston, Finance Director, who explained that a letter was emailed to the Judges, Elected Officials and Appointed Department Heads informing them of the committee’s desire to commence these discussions. Due to subsequent conversations with the Judges, the Controller amended the original schedule to move committee discussions with the Courts to 2020.

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 7, 2019</td>
<td>Saginaw County Community Mental Health (providing mental health services in the Jail starting January 1, 2020)</td>
</tr>
<tr>
<td>December 5, 2019</td>
<td>Prosecutor, Sheriff’s Office, Jail and Public Works/Drain Division</td>
</tr>
<tr>
<td>January 9, 2020</td>
<td>Family Court, Juvenile Detention, Friend of the Court, and Community Corrections/Pretrial</td>
</tr>
<tr>
<td>February 6, 2020</td>
<td>Circuit Court, District Court, District Court Probation, and Probate Court</td>
</tr>
<tr>
<td>March 5, 2020</td>
<td>County Clerk, Register of Deeds, Treasurer</td>
</tr>
<tr>
<td>April 9, 2020</td>
<td>Controller’s Office/Administration, Personnel, Financial Management, County Office Building &amp; Grounds, Courthouse &amp; Jail Buildings &amp; Grounds, Juvenile Center Buildings &amp; Grounds, and Other County Properties</td>
</tr>
<tr>
<td>May 7, 2020</td>
<td>Medical Examiner, Saginaw Future, Underground Railroad, Health Department, Emergency Services, and Planning Commission</td>
</tr>
</tbody>
</table>

We recommend approval of the schedule as presented above.
Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT
Dennis H. Krafft, Chair Amos O’Neal, Vice-Chair
James G. Theisen Carl E. Ruth
Michael A. Webster

FROM: COMMITTEE ON BUDGET/AUDIT – 4.3 OCTOBER 15, 2019
Your Budget/Audit Committee considered Communication No. 10-15-13 from William Federspiel, Sheriff, requesting approval to: (1) Use FY 2019 fund balance to contract with retired employee Mary Snow for training purposes for a period of 90 – 180 days at a cost of $12,000; (2) Use FY 2019 budgeted funds to purchase vests for law enforcement at a cost of $9,713; (3) Use FY 2019 budgeted funds to purchase ballistic vests for jail staff instead of hand held radios for corrections officers at a cost of $5,000; (4) Use FY 2019 budgeted funds to purchase Garrison hats at a cost of $4,183; and (5) To amend the FY 2020 Budget using reserves to increase the Narcotics Enforcement Fund (280-30111) by $17,224 for the purpose of leasing a law enforcement vehicle.
We met with Undersheriff Mike Gomez who stated that all of the requests use fund balance or reserves, with the exception of the first request to contract with a retired employee for training purposes that requires General Fund dollars.
We recommend approval to adjust the various FY 2019 and FY 2020 Sheriff budget as noted above.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT
Dennis H. Krafft, Chair Amos O’Neal, Vice-Chair
James G. Theisen Carl E. Ruth
Michael A. Webster

FROM: COMMITTEE ON BUDGET/AUDIT – 4.4 OCTOBER 15, 2019
Your Budget/Audit Committee considered Communication No. 10-15-14 from William Stanuszek, Mosquito Control Director, requesting approval to move FY 2019 Capital Project funds for the construction of a steel storage building to its FY 2020 Budget.
We met with Mr. Stanuszek and Bernie Delaney, Maintenance Director, who explained that, due to delays in site selection and design, construction has not started. Funding of this request will be with Unappropriated Fund Balance in the amount of $250,000.
We recommend approval to amend Mosquito Abatement’s FY 2020 Budget as noted above.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT
Dennis H. Krafft, Chair Amos O’Neal, Vice-Chair
James G. Theisen Carl E. Ruth
Michael A. Webster
FROM: COMMITTEE ON BUDGET/AUDIT – 4.5

OCTOBER 15, 2019

Your Budget/Audit Committee considered Communication No. 10-15-16 from Christina Harrington, Health Officer, Health Department, requesting an increase in its FY 2020 Budget in the amount of $297,030 from the General Fund to cover Information Technology (IT) and Indirect Costs allocated to the department.

We met with Ms. Harrington who explained that the health department charges within the IT Cost Allocation Plan increased an additional $217,253 above the 10% planned budgeted amount, in addition to a $79,777 increase in indirect services. This presents an incredible burden on the department that it cannot absorb without the elimination of programs and services to protect and promote the public’s health and wellbeing. This increase also puts the Maintenance of Effort funding required by the State of Michigan out of compliance and puts state and federal pass through dollars at risk.

We recommend approval to increase the FY 2020 Budget of the Health Department by $297,030 to cover IT and indirect costs allocated to the department.

Respectfully Submitted,

COMMITTEE ON BUDGET/AUDIT
Dennis H. Krafft, Chair Amos O’Neal, Vice-Chair
James G. Theisen Carl E. Ruth
Michael A. Webster

5. Labor Relations Committee – K. Kilpatrick, Chair; C. Stack, Vice-Chair

5.1) PERSONNEL DIRECTOR, re: Approval of changes to County Policy #335 titled “Compensation”

- Kilpatrick moved, seconded by Dwan, to return 5.1 back to committee for further discussion. Motion carried.

5.2) SHERIFF, re: Approval to reassign the Merrill Jonesfield Township Deputy PCN to Spaulding Township and waive the hiring freeze for two (2) Deputy Sheriff Road Patrol positions

- Kilpatrick moved, seconded by Harris, to approve 5.2. Motion carried.

5.3) COMMISSION ON AGING, re: Approval to waive the hiring freeze and fill the position of Caseworker – Caregiver Support Program (PT)

- Kilpatrick moved, seconded by Stack, to approve 5.3. Motion carried.
5.4) UNION/ MANAGEMENT BENEFIT COMMITTEE, re: Approval to remain with the default position of Hard Caps under P.A. 152 of 2011 and to engage Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020

- Kilpatrick moved, seconded by Harris, to approve 5.4. Discussion was held regarding the bid process between Aetna, Blue Cross/Blue Shield and HAP and the decision made by the Union/Management Health Insurance Committee to engage Aetna. Commissioners O’Neal and Matthews spoke in opposition to Aetna as the county’s third party administrator. A roll-call vote was taken as follows:
  Yes – Krafft, Ruth, Dwan, Stack, Kilpatrick, Theisen, Harris, Hadsall, Webster - 9
  No – O’Neal, Matthews - 2
  Total – 11. Motion carried.

5.5) HEALTH DEPARTMENT, re: Approval to waive the hiring freeze and fill the position of Public Health Nurse and allow waiver of the hiring freeze for the remainder of FY 2020 to fill Public Health Nurse positions at the Health Department

- Kilpatrick moved, seconded by Harris, to approve 5.5. Motion carried.

5.6) CONTROLLER/RETIREMENT ADMINISTRATOR, re: Approval to engage Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans for the 2020 plan year

- Kilpatrick moved, seconded by Harris, to approve 5.6. Motion carried.

5.7) PERSONNEL DIRECTOR, re: Approval to delete County Policy #135 titled “Employee Combined Charitable Campaign Policy”

- Kilpatrick moved, seconded by Dwan, to approve 5.7. Motion carried.

SENT BACK TO NOVEMBER LABOR RELATIONS COMMITTEE
FROM: COMMITTEE ON LABOR RELATIONS – 5.1

Your Labor Relations Committee considered Communication No. 8-27-19 from Brian Keenan-Lechel, Director, Parks and Recreation, requesting approval for a wage adjustment for the Parks Foreman position to Step 4 of the pay scale.

We met with Mr. Keenan-Lechel at the August and September Labor Relations committee meeting and discussion was held regarding the negative impact on employee morale as well as possibly causing a suspension of the compensation study for three (3) years. Further discussion was held regarding language in Sec. 16.4 of the Teamsters contract that addresses the possibility of adjusting the wages to Step 3 at one year. Mr. Belleman stated that it is consistent with language in the contract and County Policy #335 can be amended to reflect those changes.

We recommend approval of a county-wide policy change, with amendment of County Policy #335 titled “Compensation” as attached.
Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

Kirk W. Kilpatrick, Chair
Charles M. Stack, Vice-Chair
Kyle R. Harris
Sheldon Matthews
Michael A. Webster

Category: 300
Number 335

Subject: COMPENSATION

1. **PURPOSE:** It is the purpose of this policy to establish uniform guidelines and appropriate rules regarding employee compensation in an effort to improve the quality of personnel administration in the County.

2. **AUTHORITY:** The Saginaw County Board of Commissioners.

3. **APPLICATION:** The rules and regulations herein set forth apply to all employees paid by Saginaw County, pursuant to Policy # 301.

4. **RESPONSIBILITY:** The Controller/CAO of Saginaw County shall be responsible for the implementation and administration of this policy.

5. **DEFINITIONS:**

   5.1 Pyramiding of overtime is defined as paying for the same hours more than once, which is prohibited.

   5.2 Workweek is defined as seven consecutive 24-hour periods from Sunday, 12:00 a.m. through Saturday, 11:59 p.m.

6. **POLICY:**

   6.1 **Pay Plan.** The Pay Plan shall include a schedule of pay ranges consisting of minimum, intermediate, and maximum rates of pay for all classes of positions.

   6.2 **Development of the Pay Plan.** The development of the Pay Plan shall be directly linked to the Classification Plan and shall be based on the principle of equal pay for equal work. Pay ranges shall be determined with due regard to such factors as:

      6.2.1 Uniformity of pay for each class.

      6.2.2 The relative difficulty and responsibility of work.

      6.2.3 The recruiting experience of the County.
6.2.4 The prevailing rates of pay in both public service and private sector.

6.2.5 The financial condition and policies of the County.

6.2.6 Other pertinent economic considerations.

6.3 Adoption. All salaries must be set by the Saginaw County Board of Commissioners.

6.4 Exceptions. Exceptions from the Pay Plan shall be authorized by the Board of Commissioners as necessary due to the primacy of negotiated labor agreements or statutes.

7. ADMINISTRATIVE PROCEDURES:

7.1 Administration and Amendment. The County Controller/CAO shall be responsible for administering the Pay Plan. He/she shall be responsible for conducting periodic reviews and comparative studies of pertinent factors affecting levels of pay. When appropriate, the Controller/CAO may recommend to the designated committee of the Board of Commissioners necessary amendments to the Pay Plan. In any case, amendments to the Pay Plan may only be made upon the approval of the Board of Commissioners.

7.2 Entrance Salary Rate. The entrance salary rate for a newly hired employee shall be Step 1 of the appropriate pay grade as indicated in the current Pay Plan. A newly hired employee who has previous experience relevant to the position for which he/she was hired may be given credit on the salary schedule for such experience up to twelve (12) months. The Controller has the authority to place the employee up to the twelve (12) month step if they have appropriate previous experience. If a Department Head believes a newly hired employee should be compensated at a level higher than Step 1, the Department Head must submit pertinent documentation to the Controller appropriate committee of the Board for consideration. The justification must contain specific reasons for the requested action.

7.2.1 A part-time or temporary employee shall be paid on an hourly basis at not more than Step 1 of the classified position to which assigned. The Board of Commissioners may approve a higher salary if requested and justified by proper documentation.

7.3 Step Increases. Each pay grade on the salary schedules shall consist of Steps and employees shall progress through the steps based on length of service in their jobs. Step increases are a means of recognizing satisfactory performance and a Department Head is permitted to withhold a salary increase for a period not to exceed six months during which time the employee will be on probation. The employee will be advised in writing of this action and the reasons for withholding the increase. If the employee does not show the required improvement to warrant removal from probationary status within the six-month period, he/she shall be separated from employment.
7.3.1 Progress through the steps shall be based on the time periods indicated on the salary schedule (except in the case of regular part-time employees who must serve twice the time period indicated), unless such time period is adjusted because of the probationary period resulting from a withheld step increase or an approved leave of absence.

When an employee is hired at a rate above Step 1 in accordance with Section 7.2, progression shall proceed from the step at which hired. For example, an employee hired at Step III (one-year rate) would progress to Step IV (two-year rate) after one year and Step V (three-year rate) after two years. An employee hired at Step II (six month rate) would progress to Step III (one year rate) after six months and Step IV (two year rate) after 18 months.

7.3.2 Part-time and temporary employees shall not be eligible for step increases except as provided in Section 7.2.1 of this policy.

7.4 **Severance Pay.** Severance pay is not authorized.

7.5 **Overtime.** Upon pre-approval, in writing, and only when budgeted in a department’s current year budget, non-exempt Employees of Saginaw County may be scheduled for overtime work and be paid overtime compensation at the rate of time and one-half of regular rates of pay for all hours actually worked in excess of 40 hours provided, however, there shall be no pyramiding of overtime. Furthermore, employees who are on authorized PTO, vacation, or personal leave and actually work within the same 24 hour period, shall be credited no more time than a normal scheduled work day or the amount of time actually worked, if more than a normal work day. Elected officials, persons appointed to serve on a policy-making level, and FLSA exempt personnel are generally exempt from overtime pay. Exempt personnel are salaried employees who are expected to meet the demands of the position without overtime compensation.

7.5.1 Overtime shall not be authorized by Department Heads unless provided for as a separate line item in the departmental budget. Special projects or other extraordinary circumstances, not foreseen during the budget process, may justify special consideration for overtime authorization, which may be requested from the Controller.

7.5.2 Regular full-time employees or part-time and temporary employees working or scheduled to work forty (40) or more hours a week in one department shall not be permitted to work any additional hours in another department unless approved by the Controller.

7.6 **Pay Adjustments.** The following personnel actions shall affect the pay status of the affected employee in the following manner:
7.6.1 **Transfers.** If an employee is transferred into a classification with the same pay rate, the employee's pay rate shall remain unchanged. An employee must actually have worked (1) one full year in his/her current position to be eligible to apply for transfers (meaning those positions of the same classification and hours designated to work), unless waived in special circumstances by the Personnel Division or applicable official.

7.6.2 **Promotions.** If an employee is promoted to a higher paying position, the employee shall be paid at the lowest step in the new pay grade which is at least five percent (5%) above the salary he/she was receiving immediately before the promotion. For purposes of this policy, promotion means movement to a different position which has a higher final step in the pay grade than the final step in the pay grade for the position being vacated.

7.6.2.1 Personnel may be employed in a lower grade than authorized on the Personnel Allocation Schedule. If such an individual is later promoted to the authorized grade, the promotion shall be treated as a reclassification and he/she shall retain his/her step.

7.6.3 **Demotions for Cause or at employee request.** If an employee is demoted to a classification with a lower pay grade, for cause, or at the employee’s request, the employee shall be paid in accordance with the pay range for the new classification but will retain his/her previous step, including time accrued in previous step.

7.6.4 **Transfer to a Lower Paying Position.** If an employee is transferred to a lower paying position because of budgetary requirements, reorganization, or to avoid layoff, the employee will be paid at the highest step of the new classification, if the highest step is lower than the employee’s salary before the transfer. If the highest step is not lower than the employee’s salary before transfer, then the employee will be placed at the step which is nearest to, but not less than, his/her salary before the transfer.

7.6.5 **Recall or Return from Layoff.** When an employee following layoff is recalled in the same classification and pay rate from which he/she was laid off, he/she shall be placed in the same step that he/she occupied at the time of layoff. However, the employee shall be credited any time accrued prior to layoff for purposes of determining the employee’s next merit step increase. If the employee returns to a position in a different classification and pay rate (moves from one pay schedule to a different pay schedule), the employee will be placed at the step in the new pay schedule which is closest to but not less than his/her former compensation rate.

7.6.6 **Reclassification of Position.** If an employee's position is reclassified the following shall apply:
7.6.6.1 If an employee’s position is reclassified to a higher pay grade he/she shall be paid at the higher pay range retaining the same step.

7.6.6.2 If an employee’s position is reclassified to a lower pay grade, the employee's salary shall remain frozen at the current pay rate until such time as the salary rate for the new classification equals or exceeds the employee's current salary pay rate.

7.6.7 Working Out of Classification

7.6.7.1 Employees may be directed by the Department Head or Supervisor to perform duties above their classification.

7.6.7.2 Employees who are temporarily requested to perform duties above their classification shall be paid at the lowest merit step in the new pay grade which is at least 5% above the salary the employee is currently receiving.

7.6.7.3 Employees shall be required to keep a log of their time worked above their classification and submit same to their Department Head or Supervisor. Logs should contain actual time worked, specific tasks performed and employees will be paid at the higher rate of pay accordingly.

7.7 Computation of Step Time. Although time spent on an approved leave of absence or layoff is credited towards continuous length of service, such periods of thirty (30) or more continuous days are not credited towards step increases.

7.7.1 Full-time temporary service, when the employee was hired through competitive selection, that immediately precedes the transfer of an employee to a regular position in the same class, shall be credited in determining the employee's position on the salary schedule.

7.7.2 Regular part-time service which immediately precedes the transfer of an employee to regular full-time service in the same class will be credited at one-half (1/2) time regardless of the number of hours actually worked.

7.7.3 Part-time service is not credited.

7.8 Former Employee. A former employee who is rehired shall be paid at Step 1 of the pertinent grade unless a higher step is authorized in accordance with Section 7.2 or the employee is granted previous service in accordance with the Continuous Length of Service Policy (Policy #334).

7.9 Pay Periods. Employees shall be paid on a bi-weekly basis.
7.10 **Longevity Pay.** Regular Full-Time Employees hired before March 1, 2005 who have completed five or more years of continuous service as of December 1st of each year shall be entitled to longevity pay. Longevity pay shall be based on length of continuous service as of December 1st of each year and employment status (regular full-time or regular part-time) as of December 1st of each year. Length of continuous service shall be determined as stated in the Continuous Length of Service Policy. Employment status is defined in the Recruitment, Selection and Appointment Policy. Regular full-time employees shall receive $70 for each full year of continuous service. Regular Full-Time Employees hired on or after March 1, 2005 are not eligible for nor shall they receive longevity pay. Regular part-time employees, who received longevity pay in 2001, shall receive $35 for each full year of continuous service, until their employment terminates. Regular part-time employees who did not qualify for longevity pay in 2001 (those that had less than five full years continuous service as of 12/01/01), are not eligible for longevity pay.

7.10.1 A Full-Time employee who retires or dies during the year prior to December 1st shall be entitled to a pro-rata longevity pay for the number of months since the previous December 1st to the date of retirement or death.

8 **CONTROLLER/CAO LEGAL COUNSEL REVIEW:** The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance: ______________________________
Approved as to Legal Content: ______________________________

Saginaw County Controller/CAO

Saginaw County Civil Counsel

ADOPTED: November 23, 1999
AMENDED: April 23, 2002; October 12, 2004; February 22, 2005; August 12, 2008; December 18, 2018
FROM: COMMITTEE ON LABOR RELATIONS -- 5.2  
OCTOBER 15, 2019

Your Labor Relations Committee considered Communication No. 10-15-12 from Sheriff William Federspiel, requesting creation of a second Personnel Control Number (PCN) for a Deputy Sheriff to fulfill the Spaulding Township contract; and requesting waiver of the hiring freeze and approval to fill two (2) positions of Deputy Sheriff in the Road Patrol division due to vacancies.

We met with Undersheriff Gomez and, after discussion regarding the contract with Merrill/Jonesfield Township ending, a decision was made that the appropriate action would be to reassign the PCN of the Merrill/Jonesfield Township Deputy to Spaulding Township.

We recommend approval to reassign the PCN attributed to the Merrill/Jonesfield Township Deputy to Spaulding Township, waive the hiring freeze and fill the two (2) vacant Deputy Sheriff Road Patrol positions.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS
Kirk W. Kilpatrick, Chair Charles M. Stack, Vice-Chair
Kyle R. Harris Sheldon Matthews
Michael A. Webster

FROM: COMMITTEE ON LABOR RELATIONS -- 5.3  
OCTOBER 15, 2019

Your Labor Relations Committee considered Communication No. 10-15-7 from Jessica Sargent, Commission on Aging Director, requesting waiver of the hiring freeze and approval to fill the position of Caseworker – Caregiver Support Program (PT).

We met with Ms. Sargent who explained the position is necessary and there is sufficient funding for the grant-funded position.

We recommend approval to waive the hiring freeze and fill the position of Caseworker – Caregiver Support Program (PT) at the Commission on Aging.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS
Kirk W. Kilpatrick, Chair Charles M. Stack, Vice-Chair
Kyle R. Harris Sheldon Matthews
Michael A. Webster

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4  
OCTOBER 15, 2019

Your Labor Relations Committee considered Communication No. 10-15-21 from Chris Rishko, CEO, Michigan Works!, submitting the recommendation of the Union/Management Benefit Committee related to Public Act 152 of 2011, known as the Employee Health Insurance Act, as to default position (“hard caps”) and engaging Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020.

We met with Mr. Rishko and discussion was held regarding the process taken to come to this decision. The Union/Management Committee met to review health insurance proposals and rates for the 2020 plan year. The committee was presented with rates and information from Blue Cross, HAP and Aetna. This year, with the competitive bidding process, these carriers offered very aggressive rates and provided an average reduction in cost of $1.3 million. On September 26, 2019 the Committee met and the majority of those present selected Aetna for health insurance for the upcoming year.
We recommend approval to maintain the Hard Cap provision in accordance with P.A. 152 of 2011 and engage Aetna as Saginaw County’s Third Party Administrator in administering its self-insured healthcare plan for 2020.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS
Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

FROM: COMMITTEE ON LABOR RELATIONS -- 5.5
OCTOBER 15, 2019
Your Labor Relations Committee considered Communication No. 10-15-24 from Christina Harrington, Health Officer, requesting waiver of the hiring freeze and approval to fill the vacant position of Public Health Nurse and allow waiver of the hiring freeze for the remainder of FY 2020 in order to fill Public Health Nurse positions at the Health Department.

We met with Ms. Harrington who explained the difficulty in recruitment and retention of nurses at the Health Department due to the low salary compared to other institutions. With continued restraints on the nursing staff and vacant positions, the Health Department has to routinely cancel clinical services in Immunizations, Family Planning, and STI/HIV due to lack of staffing. The current vacant position is budgeted and fully funded by the Michigan Department of Health and Human Services.

We recommend approval to waive the hiring freeze and fill the vacant position of Public Health Nurse; and, further, to allow waiver of the hiring freeze for the remainder of FY 2020 to fill Public Health Nurse positions at the Health Department.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS
Kirk W. Kilpatrick, Chair
Kyle R. Harris
Michael A. Webster

FROM: COMMITTEE ON LABOR RELATIONS -- 5.6
OCTOBER 15, 2019
Your Labor Relations Committee considered Communication No. 10-15-28 from Robert Belleman, Controller/CAO and Amy Deford, Retirement Administrator, requesting approval of Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans for the 2020 plan year.

We met with the Controller and discussion was held regarding the process of reviewing competitive proposals from Blue Cross Blue Shield of Michigan, HAP, Aetna and Humana, who offered comparable rates with reductions in fixed administrative fees. Upon reviewing all plans and rates, Humana came in with a monthly savings of $97,511 and $1,170,136 annually with a possible cap on the 2nd and 3rd year rates.

We recommend approval of Humana as the carrier to administer the Saginaw County Medicare eligible retiree health plans for the 2020 plan year.
Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS
Kirk W. Kilpatrick, Chair Charles M. Stack, Vice-Chair
Kyle R. Harris Sheldon Matthews
Michael A. Webster

FROM: COMMITTEE ON LABOR RELATIONS -- 5.7
OCTOBER 15, 2019
Your Labor Relations Committee considered Communication No. 10-15-26 from Jennifer Broadfoot, Personnel Director, requesting further discussion on County Policy #135, “Employee Combined Charitable Campaign Policy” and decision to either move forward with the campaign or delete the policy.
We met with Ms. Broadfoot who provided the results of an employee survey that was sent to 711 individuals. 84 responses were received, with 68 people indicating they did not have an interest in continuing the policy. There was consensus that with more online ways for individuals to make charitable contributions, and the resources needed from various county departments, this policy is unnecessary.
We recommend approval to delete County Policy #135 titled “Employee Combined Charitable Campaign Policy.”

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS
Kirk W. Kilpatrick, Chair Charles M. Stack, Vice-Chair
Kyle R. Harris Sheldon Matthews
Michael A. Webster

6. Executive Committee – M. Webster, Chair
   6.1) SHERIFF, re: Approval to transfer $4,500 in DEA funds to the SCCJCC account for the purchase of three (3) in-car cameras
   Krafft moved, seconded by Dwan, to approve 6.1. Motion carried.

FROM: EXECUTIVE COMMITTEE -- 6.1
OCTOBER 15, 2019
Your Budget/Audit Committee considered Communication No. 10-15-23 from William L. Federspiel, Sheriff, requesting the use of fund balance of $4,500 for three (3) additional in-car computers ($1,500 per unit) and increase the SCCJCC budget.
We met with Undersheriff Gomez who explained that the need for the new in-car computers. Although the initial request indicated the funds would be from fund balance, the correct activity would be from DEA fund account.
We recommend approval to increase the SCCJCC budget in the amount of $4,500 from the Sheriff’s DEA funds to purchase three (3) additional in-car computers.

Respectfully Submitted,
EXECUTIVE COMMITTEE
Michael A. Webster, Chairman Amos O’Neal
Cheryl M. Hadsall Charles M. Stack
Dennis H. Krafft
7. **Legislative Committee – J. Theisen, Chair; A. O’Neal, Vice-Chair**
   None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; C. Stack, Vice-Chair**
   None

9. **Committee Compensation**
   10-15-19.1) September 8, 2019 – September 21, 2019
   10-15-19.2) September 22, 2019 – October 5, 2019

   - Ruth moved, seconded by Hadsall, to approve 10-15-19.1 and 10-15-19.2 leaving room for exceptions. There were no exceptions and the motion carried.

### COMMITTEE COMPENSATION - 10.15.19.1

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held September 8 - September 21, 2019

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Date</th>
<th>Committee</th>
<th>Commissioner</th>
<th>Amount</th>
<th>Present</th>
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<td>09/09/19</td>
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<td>O'Neal</td>
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<td>MAC General Government/Lansing</td>
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**TOTAL** $1,475.00 30

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (9-20-19)
COMMITTEE COMPENSATION - 10.15.19.2

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held September 22 - October 5, 2019.

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Respectfully Submitted, Suzy Koeppinger, Board Coordinator (10-4-19)

RESOLUTIONS
None

UNFINISHED BUSINESS
None
PROCLAMATIONS

PROCLAMATION
Pro Bono Celebration
October 20 - 26, 2019
www.celebrateprobono.org

Whereas, The Latin term “pro bono” literally translates to “for the good.” Access to justice is a fundamental and essential right to a democratic society. Countless citizens cannot afford the legal representation that they need to protect their lives, properties, and natural liberties; and,

Whereas, Volunteer local attorneys donate thousands of hours of pro bono time each year, and the invaluable contributions of those attorneys helps to ensure and protect a just society for every citizen; and,

Whereas, October 20-26, 2019 has been designated by The American Bar Association, The State Bar of Michigan, and The Saginaw County Bar Association as National Pro Bono Week, to recognize the valuable pro bono contributions made by attorneys throughout the year.

Now, Therefore, Be It Resolved, That the Saginaw County Board of Commissioners recognizes the week of October 20 – 26, 2019 as Pro Bono Celebration Week, commends Michigan attorneys for their ongoing pro bono contributions, and reminds all members of the Bar that by engaging in pro bono work and providing financial support they can make a significant difference in the lives of Michigan’s poor who would not otherwise have access to the legal system.

In Witness Whereof, The seal of the County of Saginaw has been affixed and the proclamation adopted by the Board of Commissioners on the 15th day of October in the year of our Lord two thousand nineteen.

Respectfully Submitted,
Saginaw County
Board of Commissioners
Michael A. Webster
Chairman, District #11

Presented & Adopted: October 15, 2019

PROCLAMATION
October is DOMESTIC VIOLENCE Awareness Month
BREAK THE SILENCE
STOP THE VIOLENCE

Many survivors have been asked why they stayed. There is never a simple answer because there are often several circumstances that lead each of them to stay with an abuser. Many stay for their children, not even thinking about the devastating effect the verbal and emotional abuse it would have on all of them. The bruises all heal but the mental abuse lasts a lifetime.
October is National Domestic Violence Awareness Month, which first began in 1981 by the National Coalition Against Domestic Violence as a Day of Unity to connect battered women's advocates across the country. Domestic violence affects millions of women, men and children, of every race, religion, culture and status. It’s not just punches and black eyes – it’s yelling, humiliation, stalking, manipulation, threats and isolation. It’s stealing a paycheck, keeping tabs online, non-stop texting, constant use of the silent treatment, or calling someone stupid so often they believe it.

There are few actions that require as much bravery as walking away from an abusive relationship. To recognize that you are in need of help, and then take the steps needed to get it, is not weakness – it’s a sign of strength.

For over 40 years, Underground Railroad, Inc. has been the only provider of emergency shelter and services to victims of domestic violence in Saginaw County. Though many things have changed in 40 years, a shocking reality remains: the services are just as necessary today as they were when the doors opened in December 1977. Time and time again, victims say that it was one person who changed the trajectory of their lives. It only needs to be one person who does one thing.

The Saginaw County Board of Commissioners hereby proclaims October 2019 as Domestic Violence Awareness Month and calls upon the people of the County of Saginaw to recommit to our community to increase awareness and the understanding of domestic violence by supporting victims and their families, and increase the support for agencies and shelters that provide services to these victims.

Respectfully Submitted,

Saginaw County
Board of Commissioners
Michael A. Webster
Chair, District #11

Presented & Adopted: October 15, 2019
Cheryl M. Hadsall
Commissioner, District #7

ELECTIONS

Chairman Webster announced the election would now be held to fill a seat on the Department of Health and Human Services Board for a three-year term expiring October 31, 2022. Commissioner Matthews, seconded by Kilpatrick, moved the election of Kathleen (Kitty) Packard to the Department of Health and Human Services Board for a term to expire October 31, 2022. Motion carried.

Chairman Webster announced the election would now be held to fill two (2) seats on the Saginaw Community Healthcare Services Corporation/HealthSource Saginaw, Inc. Board of Trustees (HSS) for three-year terms expiring December 31, 2022 and a vacant seat with a term expiring December 31, 2021. The HSS Board of Trustees submitted the names of incumbents Timothy D. Novak, Miguel Gomez, and Dawn Luptowski. Commissioner Kilpatrick, seconded by Ruth, moved to elect Timothy D. Novak and Miguel Gomez to the HealthSource Saginaw Inc. Board of Trustees with terms to expire December 31, 2022 and Dawn Luptowski to fill a vacancy with a term to expire December 31, 2021. Motion carried.

APPOINTMENTS

None
ANNOUNCEMENTS BY THE CHAIR
None

COMMISSIONER AUDIENCES

- Commissioner Krafft announced Halloween in Frankenmuth, MI on Thursday, October 31, 2019 and suggested people not wear a NFL Referee costume.
- Commissioner O’Neal announced that he sits on the Community Health Assessment Committee and invited Nicole Schaub, MPH to speak on the process to create a countywide plan. The plan includes Asset Mapping Town Hall meetings that will gather information from the community to gauge its strengths, with a deadline of January 1, 2020 to have the meetings scheduled.
- Commissioner Matthews announced a “Trunk or Treat” on Wednesday, October 23, 2019 at the Great Giant Grocery Store on Sheridan Road from 5:00 p.m. – 7:00 p.m.

By Commissioner Harris, seconded by Commissioner Dwan: That the Board adjourn. Motion carried. Thereupon, the Board adjourned at 6:02 p.m.

Respectfully Submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

MICHAEL A. WEBSTER, CHAIRMAN        MICHAEL J. HANLEY, CLERK

Prepared by: Suzy Koepplinger, Deputy County Clerk