

AGENDA

SAGINAW COUNTY

BOARD OF COMMISSIONERS

Saginaw County Governmental Center
Tuesday, January 19, 2021 - 5:00 p.m.

*Carl E. Ruth – Chair, Sheldon Matthews – Vice-Chair
Christopher S. Boyd, Kathleen K. Dwan, Carol E. Ewing, Kyle R. Harris, Dennis H. Krafft
Gerald D. Little, Jack B. Tany, James G. Theisen, Michael A. Webster*

***The January 19, 2021 session of the Saginaw County Board of Commissioners will be held
via Zoom pursuant to P.A. 254 and P.A. 228 of 2020***

***As the County Building is closed to the public due to the COVID-19 pandemic, the meeting
is open remotely to the public to follow along and participate during the public portion
of the meeting, as follows:***

County of Saginaw is inviting you to a scheduled Zoom meeting.

Topic: **See Agenda below**

Date/Time: **January 19, 2021 5:00 PM EST**

Join Zoom Meeting: <https://zoom.us/j/8024441727> Meeting ID: **802 444 1727**

INSTRUCTIONS using ZOOM audio conferencing:

Dial: **1 (877) 853-5257 or 1 (888) 475-4499** and enter Meeting ID: **802 444 1727**

*Requests for Public Comment (Audiences) must be made to the Board of Commissioners Office at
(989) 790-5267 or by email to boc@saginawcounty.com prior to 12:00 p.m. the day of the meeting.*

I. OPENING PROCEDURE

- a. Call to order
- b. Roll call
- c. Invocation by **Commissioner Kathy Dwan**
- d. Pledge of Allegiance
- e. Correcting / Approving the Minutes of the December 15, 2020 Board Session
(To be distributed prior to the Board Session)

II. PUBLIC PARTICIPATIONPage 1

- a. Public Hearings
- b. Audiences
- c. Laudatory Resolutions

III. PETITIONS AND COMMUNICATIONSPage 2

IV. COMMISSIONERS' INITIATORY MOTIONS

V. REPORTS OF COMMITTEES Page 4

Committee Reports

- | | |
|--------------------------------|---------------------------------------|
| 1) Human Services | 5) Labor Relations |
| 2) Courts & Public Safety | 6) Executive Committee |
| 3) County Services | 7) Legislative Committee |
| 4) Budget/Audit | 8) Intergovernmental Cooperation |
| | 9) Committee Compensation |

VI. RESOLUTIONS Page 34

VII. CLOSING PROCEDURE Page 37

- a. 1) Unfinished Business
- 2) Proclamations
- 3) Appointments and Elections
- b. Announcements by the Chair
- c. Commissioner Audiences
- d. Adjournment

II. PUBLIC PARTICIPATION (1-19-2021)

- a. **Public Hearing – None**
- b. **Audiences – None**
- c. **Laudatories – None**

III. PETITIONS AND COMMUNICATIONS (1-19-2021)

1-19-1 MOSQUITO ABATEMENT COMMISSION submitting its 2020 Annual Report for review and discussion.

-- Human Services (*Receive & File*)

1-19-2 MSU EXTENSION requesting an opportunity for staff to present information on its Agriculture and Agribusiness Institute (AABI) as well as its Community, Environment, and Food Institute (CEFI) Programs available in Saginaw County.

-- Human Services (*Receive & File*)

1-19-3 CONTROLLER/CAO submitting a Status Report on the Saginaw County Adult Detention and Sheriff Administration Building Project.

-- Courts & Public Safety (*Receive & File*)

1-19-4 TREASURER/CONTROLLER sending the electronic transactions and voucher payments transmittal form for the month of November 2020.

-- Budget/Audit (**1-19-4.1**)

1-19-5 FINANCE DIRECTOR submitting for informational purposes the quarterly budget adjustments for the period October 1, 2020 – December 31, 2020.

-- Budget/Audit

1-19-6 SHERIFF requesting an increase in its budget (101-30101) by \$20,000 in the General Fund and (207-30104) in the Road Millage Fund by \$53,552 to account for the new pay scale and benefits for the vacant Sheriff Administrative Assistant position.

-- Budget/Audit (**1-19-4.2**)

1-19-7 SHERIFF requesting amendment of its FY 2021 Budget using revenue received from forfeited gun sales (207-30104-64233) to increase the Law Enforcement Fund (207-30104-97050) by \$5,000 and the Law Enforcement Fund (207-30104-74900) by \$2,918.

-- Budget/Audit (**1-19-4.3**)

1-19-8 PERSONNEL DIRECTOR submitting the Employment Status Report covering statistics for the month of December 2020.

-- Labor Relations (*Receive & File*)

1-19-9 PERSONNEL DIRECTOR requesting discussion on the Families First Coronavirus Response Act (FFCRA) leave entitlements for Emergency Paid Sick Leave (EPSL) and Expanded FMLA that expire December 31, 2020.

-- Labor Relations (**1-19-5.1**)

1-19-10 SHERIFF requesting modification of its Personnel Control Number (PCN) Roster for FY 2021 by increasing the Administrative Assistant position from part-time to full-time; to adjust the Administrative Assistant position PCN as split 50/50 between Sheriff Administration and Law Enforcement.

-- Labor Relations (**1-19-5.3**)

1-19-11 SHERIFF requesting conversion of PCN 101332 in the Jail Fund (101-35100) from a Transport Officer Deputy to a Jail Security position.

-- Labor Relations (*Withdrawn at Committee*)

1-19-12 COMMISSION ON AGING requesting waiver of the hiring freeze to fill the position of Program Specialist, a key position that oversees the Meals on Wheels program.

-- Labor Relations (**1-19-5.5**)

1-19-13 PERSONNEL DIRECTOR submitting for approval revised County Policy #343 "Employee Insurance"; #361 "Disability Leave"; and #341 "Paid Time Off" to create a uniform eligibility schedule for employee insurance benefits, PTO and disability leave for new hires to County employment.

-- Labor Relations (**1-19-5.2**)

Page 2 – Petitions & Communications (1-19-2021)

1-19-14 **PURCHASING/RISK MANAGER** submitting additional information to the Board of Commissioners on the selection of the Construction Manager for the Saginaw County Animal Care & Control Resource Center project.

-- County Services **(1-19-3.1)** *(Refer to 12-15-22)*

1-19-15 **PURCHASING/RISK MANAGER** submitting additional information to the Board of Commissioners on the selection of the Construction Manager for the Dow Event Center Capital Projects.

-- County Services **(1-19-3.2)** *(Refer to 12-15-23)*

1-19-16 **SHERIFF** requesting conversion of an open Deputy PCN and create a new Sergeant position; further, requesting amendment of its FY 2021 Budget to use revenue received from Federal inmate bed space to increase the Law Enforcement Fund by \$30,000 to cover the difference in wages between a Deputy and a Sergeant.

-- Budget/Audit **(1-19-4/4)** - Labor Relations **(1-19-5.4)**

V. REPORTS OF COMMITTEES (1-19-2021)

1. Human Services Committee – J. Theisen, Chair; M. Webster, Vice-Chair

None

2. Courts and Public Safety Committee – S. Matthews, Chair; K. Dwan, Vice-Chair

None

3. County Services Committee – M. Webster, Chair; D. Krafft, Vice-Chair

3.1) **PURCHASING/RISK MANAGER**, re: Approval to designate Granger as Construction Manager for the Saginaw County Animal Care & Control project

3.2) **PURCHASING/RISK MANAGER**, re: Approval to designate Spence Brothers as Construction Manager for TheDow Event Center projects

4. Budget Audit Committee – D. Krafft, Chair; C. Boyd, Vice-Chair

4.1) **FINANCE DIRECTOR/TREASURER**, re: Approval of Electronic Transactions and Voucher Payments for November 2020

4.2) **SHERIFF**, re: Approval to increase its FY 2021 Budget by \$20,000 (101-30101) and \$53,552 (207-30104) to account for the new pay scale and benefits for its Administrative Assistant position

4.3) **SHERIFF**, re: Approval to amend its FY 2021 Budget using revenue received from forfeited gun sales to increase the Law Enforcement Fund by \$5,000 (Capital) and \$2,918 (Other Operating Supplies)

4.4) **SHERIFF**, re: Approval to increase the Law Enforcement Fund by \$30,000 using revenue received from Federal inmate bed space to cover the difference in wages between a Deputy and Sergeant

5. Labor Relations Committee – M. Webster, Chair; K. Harris, Vice-Chair

5.1) **PERSONNEL DIRECTOR**, re: Approval of revised County Policy #365 "COVID-19 Emergency Paid Sick Leave Act Policy" and County Policy #366 "Family Medical Leave Act (FMLA) Expansion Policy" to extend the expiration date of the Families First Coronavirus Response Act (FFCRA)

5.2) **PERSONNEL DIRECTOR**, re: Approval of revised County Policy #343 "Employee Insurance;" #361 "Disability Leave;" and #341 "Paid Time Off" to create a uniform eligibility schedule for employee insurance benefits, PTO and disability leave

5.3) **SHERIFF**, re: Approval to modify the PCN Roster for FY 2021 to increase the Administrative Assistant position from part-time to full-time; to adjust the position as split 50/50 between Administration and Law Enforcement; and to waive the hiring freeze to fill the position

5.4) **SHERIFF**, re: Approval to convert a Deputy PCN (207016) and create a new Sergeant position

5.5) **COMMISSION ON AGING**, re: Approval to waive the hiring freeze and hire the position of Program Specialist

5.6) **CIVIL/LABOR COUNSEL**, re: Approval of Memorandums of Understanding with all sixteen (16) county bargaining units

6. Executive Committee – C. Ruth, Chair

None

7. **Legislative Committee – J. Theisen, Chair; K. Dwan, Vice-Chair**

None

8. **Intergovernmental Cooperation Committee – J. Theisen, Chair; J. Tany, Vice-Chair**

None

9. **Committee Compensation**

1-19-21.1) December 13, 2020 – December 26, 2020

1-19-21.2) December 27, 2020 – January 9, 2021

Your committee considered Communication No. 12-15-22 and 1-19-14 from Kelly Suppes, Purchasing/Risk Manager, requesting approval of a recommendation from the Evaluation Committee that reviewed responses to a Request for Qualification (RFQ) for Construction Management Services for the Saginaw County Animal Care & Control Resource Center and award of the contract to Granger Construction.

We spoke with Ms. Suppes via Zoom who explained in detail the process of advertising, reviewing, evaluating, and assignment of points to choose the company with the best fit for the project. The process used is the same process contained in the Responsible Contractor Policy approved by the Board of Commissioners.

The top two scoring CM Firms Spence Brothers and Granger Construction were invited to a Presentation/Interview on Friday, December 4, 2020 via Zoom.

Based upon the final scores, the Committee recommends the Construction Management contract be awarded to Granger Construction. The decision is based upon their experience with constructing the Ingham County Animal Shelter and the MSU School of Veterinarian Medicine. The Committee considered this direct experience with these projects that elevated Granger to the forefront.

We recommend approval of the Construction Management contract for the Saginaw County Animal Care & Control Resource Center between Saginaw County and Granger Construction.

Respectfully Submitted,
COMMITTEE ON COUNTY SERVICES

s/ _____
Michael A. Webster, Chair

s/ _____
Dennis H. Krafft, Vice-Chair

s/ _____
Carol E. Ewing

s/ _____
Jack B. Tany

s/ _____
Carl E. Ruth

Your committee considered Communication No. 12-15-23 and 1-19-15 from Kelly Suppes, Purchasing/Risk Manager, requesting approval of a recommendation from the Evaluation Committee that reviewed responses to a Request for Qualification (RFQ) for Construction Management Services for The Dow Event Center Capital Projects and award of the contract to Spence Brothers; further, requesting approval of a proposed Resolution that assigns general oversight and management of the renovation of TheDow Event Center Capital Improvement Project to the Saginaw County Building Authority.

We spoke with Ms. Suppes via Zoom who explained in detail the process of advertising, reviewing, evaluating, and assignment of points to choose the company with the best fit for the project. The process used is the same process contained in the Responsible Contractor Policy approved by the Board of Commissioners.

The Committee recommends the Construction Management contract be awarded to Spence Brothers. The recommendation is due to their vast experience with prior renovations and construction projects at TheDow, their experience with constructing parking structures and ice facilities. Upon approval of the contract by the Board of Commissioners, the project will be turned over to the Saginaw County Building Authority for project management.

We recommend approval of the Construction Management contract for The Dow Event Center Capital Improvement Project between Saginaw County and Spence Brothers; further, we recommend approval of a Resolution that assigns general oversight and management of the renovation to the Saginaw County Building Authority, submitted under the regular order of business.

Respectfully Submitted,
COMMITTEE ON COUNTY SERVICES

s/ _____
Michael A. Webster, Chair

s/ _____
Dennis H. Krafft, Vice-Chair

s/ _____
Carol E. Ewing

s/ _____
Jack B. Tany

s/ _____
Carl E. Ruth

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:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
1-19-4	Electronic Transactions	November 1 – 30, 2020	\$ 7,756,740.14
	Voucher Payments	November 1 – 30, 2020	\$ 5,697,190.91

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

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee considered Communication No. 1-19-6 from William L. Federspiel, Sheriff, requesting an increase in its budget (101-30101) by \$20,000 from the General Fund and in the Road Millage Fund budget (207-30104) by \$53,552 to account for the new pay scale and benefits for the vacant Sheriff Administrative Assistant position.

We met with Undersheriff Mike Gomez via Zoom and he explained this position is currently part-time and the intent of the Sheriff's Office is to convert the PCN to full-time and split the salary and benefits of the position between the Road Millage and General Fund accounts. General Fund accounts include Jail and Sheriff administration. Discussion was held regarding additional revenue being available in the future to help offset the cost.

We recommend approval to increase the Sheriff's Office budget (101-30101) by \$20,000 from the General Fund and the Road Millage Fund budget (207-30104) by \$53,552 to account for the new pay scale and benefits for the vacant Sheriff Administrative Assistant position.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee considered Communication No. 1-19-7 from William L. Federspiel, Sheriff, requesting amendment of its FY 2021 Budget using revenue received from forfeited gun sales (207-30104-64233) to increase the Law Enforcement Fund - Capital (207-30104-97050) by \$5,000 and the Law Enforcement Fund – Other Operating Supplies (207-30104-74900) by \$2,918.

We met with Undersheriff Mike Gomez via Zoom and he explained that a total of \$8,100+ was received from the sale of confiscated firearms. After giving the Prosecutor's Office \$810, the Sheriff's Office is requesting the balance to use for equipment and additional items for the workout room.

We recommend approval to amend the Sheriff's Office FY 2021 Budget using revenue received from forfeited gun sales (207-30104-64233) to increase the Law Enforcement Fund (207-30104-97050) by \$5,000 and the Law Enforcement Fund (207-30104-74900) by \$2,918.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Budget/Audit Committee considered Communication No. 1-19-16 from William L. Federspiel, Sheriff, requesting amendment of its FY 2021 Budget to use revenue received from Federal inmate bed space to increase the Law Enforcement Fund by \$30,000 to cover the difference in wages between a Deputy and a Sergeant.

We met with Undersheriff Mike Gomez via Zoom and he explained the need for the Lieutenant position currently performing duties associated with the financial aspects of the Sheriff's Office, as well as internal investigations, be upgraded to a Sergeant position. He further explained that there are three (3) open Deputy positions and is requesting one of the PCNs be converted to a Sergeant, which is why the extra funding is needed to cover the difference in wages between a Deputy and Sergeant.

We recommend approval for the Sheriff's Office to amend its FY 2021 Budget to use revenue received from Federal inmate bed space to increase the Law Enforcement Fund by \$30,000 to cover the difference in wages between a Deputy and a Sergeant.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Dennis H. Krafft, Chair

s/ _____
Christopher S. Boyd, Vice-Chair

s/ _____
Jack B. Tany

s/ _____
James G. Theisen

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered Communication No. 1-19-9 from Jennifer Broadfoot, Personnel Director, submitting for discussion the Families First Coronavirus Response Act (FFCRA) leave entitlements for Emergency Paid Sick Leave (EPSL) and Expanded FMLA that expired December 31, 2020.

We met with Ms. Broadfoot via Zoom who provided a brief explanation of why and how the benefits were utilized to compensate employees who were exposed and/or tested positive for the COVID19 virus and utilized the entitlements of EPSL and Expanded FMLA covered under the FFCRA.

We recommend approval to amend County Policy #365 and County Policy #366 to extend the leave entitlements under the FFCRA and Expanded FMLA to March 31, 2021 as follows:

Category: 300
 Number: 365
 Subject: COVID-19 Emergency Paid Sick Leave Act Policy

1. PURPOSE: The purpose of this policy is to define paid sick leave provided to the employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the "Families First Coronavirus Response Act" of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020 until ~~December 31, 2020~~ **March 31, 2021**.

Category: 300
 Number: 366
 Subject: Family Medical Leave Act (FMLA) Expansion Policy

1. PURPOSE: The purpose of this policy is to define expanded family medical leave provided to employees of Saginaw County during the pandemic outbreak of COVID-19, Coronavirus, as required by H.R. 6201, the "Families First Coronavirus Response Act" of 2020, which includes the FMLA Expansion Act and the Emergency Paid Sick Leave Act. This policy will be in effect from April 1, 2020 until ~~December 31, 2020~~ **March 31, 2021**. Our existing FMLA leave policy still applies to all other FMLA-qualifying reasons for leave outside of this policy.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
 Michael A. Webster, Chair

s/ _____
 Kyle R. Harris, Vice-Chair

s/ _____
 Gerald D. Little

s/ _____
 Sheldon Matthews

s/ _____
 Carl E. Ruth

Your Labor Relations Committee considered Communication No. 1-19-13 from Jennifer Broadfoot, Personnel Director, submitting for approval revised County Policy #343 "Employee Insurance"; #361 "Disability Leave"; and #341 "Paid Time Off" to create a uniform eligibility schedule for employee insurance benefits, PTO and disability leave for new hires to County Employment.

We met with Ms. Broadfoot via Zoom who explained that it has been brought to her attention that several candidates for employment who have been offered a position with the County have declined employment specifically because of the current three (3) month waiting period for insurance benefits. This may cause a new hire to pay for COBRA coverage or seek insurance coverage privately, both of which are costly.

We recommend approval of revised County Policies #343, #361 and #341 to create a uniform eligibility schedule for employee insurance benefits, PTO and disability leave for new hires to County employment.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chair

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Category: 300

Number: 343

Subject: **EMPLOYEE INSURANCE**

1. **PURPOSE:** The purpose of this policy is to establish a County insurance policy, thereby improving the health and well-being of Saginaw County employees
2. **AUTHORITY:** The Saginaw County Board of Commissioners.
3. **APPLICATION:** The rules and regulations herein set forth apply to all non-union employees only paid by Saginaw County and any other circumstance not covered by a collective bargaining agreement, pursuant to Policy #301.
4. **RESPONSIBILITY:** The Controller/CAO shall be responsible for the implementation and administration of this policy.
5. **DEFINITIONS:** **For purpose of this policy, regular full-time employees and regular part-time employees, who are otherwise eligible, may hold probationary status and qualify for benefits.**
~~None.~~
6. **POLICY:**

6.1 Health Insurance. Health insurance shall be provided to regular full-time and regular part-time employees and their dependents (as defined by the plan administrator) effective on the **first day of the month** ~~billing date~~ subsequent to completion of **thirty (30)** ~~sixty (60)~~ days of qualifying service.

6.1.1 Current employees who were hired on or after January 1, 1993 must be of full-time status as defined by the Federal Patient Protection and Affordable Care Act to become eligible for health insurance coverage. Employees may choose from all health options available. The lowest deductible health plan (Plan A) has a 10% premium share. Should the premium exceed the Hard Cap established in PA 152 of 2011, employees would be responsible for either 10% premium share or the difference between the premium and the Hard Cap, whichever is greater.

Health insurance eligible employees hired on or after March 1, 2005 are eligible for the base health plan (Plan B) option, as well as any plan that may be established as Plan C and Plan D. Employees may elect to purchase or "buy up" to Plan A by paying the actual difference in monthly cost between the base plan (Plan B) and Plan A, plus any administrative expenses as determined exclusively by the County Controller's Office.

All employee health insurance contribution rates noted above are subject to requirements established by State of Michigan Public Act 152 of 2011 (PA 152 of 2011,) the Publicly Funded Health Insurance Contribution Act.

- 6.2 Dental Insurance. Dental Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first **day of the month** ~~billing date~~ subsequent to completion of **thirty (30) days** ~~six (6) months~~ of qualifying service.
- 6.3 Optical Insurance. Optical Insurance shall be provided to regular full-time employees and their eligible dependents (as defined by the plan administrator) effective the first **day of the month** ~~billing date~~ subsequent to completion of **thirty (30) days** ~~six (6) months~~ of qualifying service.
- 6.4 Life Insurance. Life insurance shall be provided to regular full-time employees **effective the first day of the month subsequent to completion** ~~upon completion~~ of **thirty (30) days** ~~six (6) months~~ of qualifying service.
- 6.5 Insurance Coverage and Premium Cost Shares. The Board of Commissioners will designate the level of all insurance coverage provided and the premium cost shares which are required to be paid by subscribers. County expense is the employer share established by the Board of Commissioners in accordance with P.A. 152 of 2011.
- 6.6 Dual Coverage. No person shall be eligible for dual coverage as both a subscriber and a dependent for any insurance coverage paid with Saginaw County funds.
- 6.7 Continuation of Insurance.
- 6.7.1 Health: In the event of disability leave, health insurance will continue for the entire period up to one (1) year, but requires the regular employee co-pay contribution to remain in effect. In the event of a leave of absence (except FMLA leaves), health insurance shall continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, health insurance shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. The term "County expense" shall be in accordance with paragraph 6.5.
- 6.7.2 Dental: For a leave of absence (except FLMA leaves), dental coverage will continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, dental coverage shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. In the event of disability, refer to paragraph 6.1 of the Disability Leave Policy. (Policy #361)

- 6.7.3 Optical: In the event of a leave of absence (except FMLA leaves), optical coverage will continue in effect at County expense until the end of the month in which the leave began. In the event of a layoff, optical coverage shall continue in effect at County expense until the end of the month following the month in which the layoff occurred. In the event of disability, refer to 6.1 of the Disability Leave Policy. (Policy #361)
- 6.7.4 Life: Coverage will continue commensurate with the terms of the employer's policy.
- 6.7.5 In the event of an unpaid leave of absence, certain coverage may be continued at the employee's expense if requested in accordance with Federal Law. Failure to pay said premiums will result in termination of coverage.
- 6.8 Separation from Employment. Upon separation from employment other than retirement or as noted in Section 6.7, all insurance coverage will terminate on the last day of the month in which the separation occurs. Certain coverage may be continued at the employee's expense if requested in accordance with Federal Law.
- 6.9 Option to Health Insurance Coverage. An employee who is eligible for enrollment in a County health insurance program may choose to receive one hundred-fifty dollars (\$150.00) per month in lieu of such insurance coverage; provided, however, the employee provides proof of another source of insurance and signs a statement attesting to said insurance coverage and is not covered as a dependent on a County paid health plan.
- 6.9.1 If an employee's status changes such that he/she is no longer eligible for coverage under another policy (divorce, death of spouse, etc.) the employee may reenter County coverage subject to the terms and conditions of the plan administrator. In the event that a lapse in coverage occurs due to the employee not notifying the County in a timely manner, or for any other reason not directly attributable to the County, the County shall in no way be held liable for health coverage during such lapse.
- 6.10 Compliance with Laws. It is the intent of the County that this policy comply with the Federal Patient Protection and Affordable Care Act (PPACA.) Any provisions of this policy that are in conflict with PPACA shall be superseded thereby. It is also the intent of the County that this policy comply with PA 152 of 2011. Any provisions of this policy that are in conflict with PA 152 of 2011 shall be superseded thereby.

7. ADMINISTRATIVE PROCEDURES: NONE

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: April 23, 2002

AMENDED: October 12, 2004; February 22, 2005; September 22, 2009; November 17, 2009; August 24, 2010; September 17, 2013; November 19, 2013; October 20, 2015; October 18, 2016; January 21, 2020; October 20, 2020; **January 19, 2021**

Category: 300

Number: 361

Subject: **DISABILITY LEAVE**

1. PURPOSE: It is the purpose of this policy to establish a system of uniform and appropriate rules and regulations regarding employees who are unable to work due to non-work related reasons.
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's Office shall be responsible for the implementation and administration of this policy.
5. DEFINITIONS: **For purpose of this policy, regular full-time employees may hold probationary status and qualify for leave. NONE**
6. POLICY:

- 6.1 Coverage. A ~~non-probationary~~ regular full-time employee who is unable to work for reasons due to injury or illness of a non-work related nature is eligible to apply for disability leave (described in 6.2) **the first day of the month following the completion of 30 days of service.** Upon approval, the disability plan works in concert with the Paid Time Off process described in the Paid Time Off Policy (Policy # 341). The plan requires an unpaid 14 calendar day waiting period during the disability before the disability compensation program begins, however, the employee must use his/her Paid Time Off bank during the 14 calendar day period, if such PTO time is available. Prior to beginning a Disability Leave, an employee may choose to retain up to forty (40) PTO hours of banked time by opting for unpaid time once his/her PTO bank reaches forty (40) hours, (or the desired amount of banked time up to forty [40] hours), by indicating so on his/her disability application. If the disability continues beyond the 14 calendar days, the employee shall receive 60% of his/her pay up to one year or the employee's seniority, whichever is less. The employee may also choose to supplement disability pay with PTO, so long as total pay is no more than 100% of the employee's pay.

Disability leave may be allowed in cases of sickness or injury occurring during a Paid Time Off (vacation) period. Evidence of such incapacity from the first (1st) day must however be provided to the satisfaction of the employer.

If a subsequent disability occurs, solely resulting from the same illness or injury, the original fourteen day waiting period described above shall be considered the waiting period required for the subsequent disability except however, no more than one year of disability pay shall be paid for the same illness or injury.

PTO shall only accrue for the first ninety (90) days of the disability. All payroll deductions in effect prior to disability will be deducted from disability payments. The disability plan will also provide for health, optical and dental coverage to continue during the entire period of disability (up to one year) with the same employee co-pay or percentage of premium contribution. Basic life insurance coverage will also continue without cost during the disability. Voluntary additional coverage will be maintained based on continuous employee premium payments.

- 6.2 Eligibility. Under no circumstances will an employee be eligible for benefits described in Section 6.1 except by County approved medical disability. Requests are submitted and processed through the Controller's Office and for Court employees in coordination with the designated court official(s). Benefits will not be paid unless the employee submits the attending physician's certificate of disability stating the nature of illness or injury and anticipated period of disability. In all cases of alleged disability, the County retains the right to verify said certificate(s) and may refer the employee to a physician of its choice whenever it deems necessary, which will be paid for by the County.

6.2.1 An eligible employee requesting disability leave who may also be eligible under the Family Medical Leave Act (FMLA) requirements shall have the time used counted towards the annual (FMLA) entitlement of twelve (12) total weeks (See Policy #364).

- 6.3 Final Determination. The Controller's Office will exclusively make the final determination to grant a disability claim and notification will be provided to the affected Department Head along with any work restrictions.

- 6.4 Termination. Disability payments shall terminate when the employee is able to return to regular work or restricted work if directed by medical authority and can be accommodated by the County or when the treating physician's statement of disability expires and an extension is not provided; when the employee retires as a result of disability or normal service retirement; upon layoff, death, discharge, or resignation or after twelve months pursuant to section 6.1 above. If disability benefits are exhausted and the employee cannot return to work, with or without reasonable accommodation, the employee's employment with the County of Saginaw shall be terminated. If an employee is terminated because of exhausting disability leave, all insurance and other employment benefits will also terminate.

- 6.5 Social Security Offset. Disability payment described herein shall be offset by any Social Security disability payment or insurance settlement relating to such disability (subject to language contained in a collective bargaining agreement) due or received by the employee. An employee determined to be disabled for an indefinite period shall be obligated to apply for benefits from the Social Security Administration and in such case

any disability payments received by the employee from the County for any period paid by Social Security shall be repaid by the employee to the County.

- 6.6 Returning to Work. The employer will ensure that employees are able to return to the workplace as quickly and safely as possible. All employees will be evaluated for possible accommodations in accordance with the County's Americans' with Disabilities Act (ADA) Policy.

7. ADMINISTRATIVE PROCEDURES: NONE

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:
Saginaw County Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: November 23, 1999

AMENDED: April 23, 2002; August 12, 2008; September 22, 2020; **January 19, 2021**

Category: 300

Number: 341

Subject: **PAID TIME OFF (PTO)**

1. **PURPOSE:** It is the purpose of this policy to establish a uniform system regulating the accrual and use of paid time off hours. PTO leave is intended to be used to compensate for vacation leave, earned sick time, personal leave, paid time off and paid medical leave as required under the Paid Medical Leave Act.
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:** **For purpose of this policy, regular full-time employees and regular part-time employees, who are otherwise eligible, may hold probationary status and qualify for PTO.**
~~NONE~~
6. **POLICY:**

6.1 Rate of Accrual.

- 6.1.1 Each regular full-time employee shall accrue Paid Time Off hours at the following rate. Regular part-time, part-time, and on-call employees who work on an average of more than 25 hours per week during the immediately preceding calendar year shall accrue Paid Time Off hours at one-half the below rate, as long as the accrued time equals at least 40 hours.

	<u>Annual Rate</u>	<u>Biweekly Rate</u>
First day of the month following		
30 days* - 3 years continuous service	136 hours	5.2308 hours
3 - 5 years " "	152 hours	5.8462 hours
5 - 10 years " "	168 hours	6.4615 hours
10 - 15 years " "	184 hours	7.0769 hours
15 - 20 years " "	200 hours	7.6923 hours
20 or more years " "	216 hours	8.3077 hours

***PTO accrued during the waiting period (date of hire – first day of the month following thirty days of service) shall be credited on the first day of the month following 30 days of service.**

- 6.2 Accumulation of Paid Time Off (PTO) Hours. Accumulation of PTO hours shall be limited to 700 hours.

- 6.2.1 When an employee's continuous length of service reaches a point entitling him/her to the next higher rate of PTO accrual, earning at the new rate will begin on the first day of the current pay period. Employees shall be paid during PTO leave on the basis of the normal workweek for the classification of work in which they are normally employed and at the rate of pay prevailing during the period that the time is taken.
- 6.3 Separation. Upon separation from County employment, an eligible employee shall receive pay for 50% of the unused accumulated PTO hours up to a maximum of 600 hours or 75 days (or actual pay-off at 300 hours, or 37.5 days), or as negotiated in employment contracts. Upon retirement, PTO pay will count toward the employee's final average compensation, for those having defined benefit pensions, unless otherwise provided by employment contracts. Compensation for unused PTO hours will be paid at the regular rate (not overtime) prevailing on the employee's last working day.
- 6.4 Holidays. If a holiday, as defined in the Holiday Policy, falls within an employee's PTO period, it shall not be counted as a PTO day unless the employee was scheduled to work on the holiday.
- 6.5 Leave of Absence. PTO leave shall not accrue during an employee's unpaid leave of absence.
- 6.6 PTO Scheduling/Management. Employees are responsible for managing their PTO accounts. It is important for employees to plan ahead for how it will be used. Employees should develop a plan for taking vacations, as well as doctor's appointments and personal business. Employees should hold a reasonable amount of PTO time in reserve which allows for the unexpected, such as emergencies and illness.
- 6.6.1 PTO Used for Vacation. Vacation schedules for employees shall be developed and approved by Department Heads. It shall be the practice of each Department Head to schedule vacations over as wide a period as possible in order to obviate the need for temporary increases in staffing. The schedule may be changed by the employee only if approved by the Supervisor/Department Head.
- 6.6.2 The use of PTO hours for "personal" reasons other than vacations is a request and therefore, it requires supervisory approval. Requests shall be made in advance and in accordance with Department policies/practices. There may be occasions such as an illness or emergency, when an employee cannot request use of PTO in advance and/or obtain prior supervisory approval. If an illness or emergency exists which prevents an advanced request from being made, employees must discuss the absence with their supervisor. Subject to FMLA, documentation of the illness and/or emergency may be required by the Department Head.
- 6.6.3 PTO, once approved, must be taken in chronological and sequential order in accordance with the excused absence(s) during the payroll-reporting period.

- 6.7 Subject to FMLA, taking time off without the accrued PTO available is prohibited. Absence from work without the use of authorized PTO may result in discipline, up to and including discharge.
- 6.8 PTO Increments. PTO can be taken in increments of fifteen (15) minutes.
- 6.9 PTO Donation. The purpose of PTO donation is to allow County employees to support fellow employees who have a medical emergency pursuant to FMLA, or must take unexpected time off from work to support a family member who does, or for the reasons enumerated in the Paid Medical Leave Act. County employees may donate earned PTO hours to a voluntary leave bank with the understanding that the recipient member accepts all tax liability. Donations must be in eight (8) hour increments and the donor's personal PTO bank cannot fall below eighty (80) hours as a result of the donation. Each employee may donate no more than an accumulated total of eighty (80) hours per calendar year. Donations are irrevocable. Donor cannot specify who receives time once it is donated to the leave bank. Donations can be made through Payroll by completing a PTO donation request form.
- 6.9.1 A family member can be defined as a spouse, parent, or child.
- 6.9.2 A medical emergency is defined as a medical condition that is likely to require the employee to be absent from work for a prolonged period and results in a substantial loss of income due to lack of available PTO or other paid leave. A substantial loss of income is an unpaid absence of 24 work hours or more. Said hours do not have to result from a continuous absence, but can result from time taken on an intermittent basis related to the same condition or illness.

In order to receive donated PTO, an employee who is being personally affected by a medical emergency or for the reasons enumerated in the Paid Medical Leave Act, must submit a request in writing using the designated form. This will include stating the details of their medical emergency or the reasons listed in the Paid medical leave Act, the amount of time they are requesting, and certifying they have exhausted all other paid leave available to them. The requesting employee will be required to provide medical or other documentation to verify eligibility. Written requests shall be submitted to the Payroll and Benefits Supervisor for consideration. Employee requests for donated PTO will be considered on a first come, first served basis.

The County may notify employees when a request for donated PTO has been received but the PTO Donation Bank has insufficient time available to cover the request. Such notifications will be made exclusively by the Controller's Office.

Applicants are only eligible to receive leave after their request has been approved and it has been confirmed that all other available paid leave has been exhausted. Employees reserving PTO in accordance with the FMLA, disability or any other leave policy are not eligible for leave donation. Employees may receive a total donation of no more than the time needed to cover the leave time requested. For employees with intermittent need for leave, the bank will be reviewed periodically to ensure sufficient, but not excessive levels of PTO. Employees not otherwise eligible for PTO are not eligible for the donation program.

Once received, donated PTO will be placed in a separate bank for that recipient employee. Any donated PTO not used at the conclusion of the medical emergency or for those reasons listed in the Paid Medical Leave Act or within one year of receipt will be returned to the PTO donation bank. Liquidation of donated PTO for cash is not permissible.

Doctor's slips or other documentation will be required as proof of how leave was used and must be submitted to Payroll when donated PTO is used.

Donors cannot claim an expense, a tax deduction or a charitable contribution for any leave donated under the plan. All paid leave granted to the recipient employee is considered wages and is subject to appropriate tax withholding. Recipient employees will receive paid leave at his/her normal rate.

Management shall have the exclusive right to approve or deny the use of PTO under this provision, and any decision made relative thereto shall not be subject to the grievance procedure unless management acted arbitrarily or capriciously.

- 6.10 Compliance with Laws. It is the intent of the County that this policy complies with the Paid Medical Leave Act. (Public Act 338 of 2018 and Public Act 369 of 2018; MCL 408.961 *et. Seq.*). Any provisions of this policy that are in conflict with the Paid Medical Leave Act shall be superseded thereby.

7. ADMINISTRATIVE PROCEDURES: NONE

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:
Saginaw County Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: April 23, 2002

AMENDED: November 15, 2005 (Section 6.2); April 25, 2006; November 20, 2018;
March 19, 2019; **January 19, 2021**

Your Labor Relations Committee considered Communication No. 1-19-10 from Sheriff William Federspiel requesting modification of its Personnel Control Number (PCN) Roster for FY 2021 by increasing the Administrative Assistant position from part-time to full-time; to adjust the Administrative Assistant position PCN as split 50/50 between Administration and Law Enforcement; and waive the hiring freeze to fill the position full-time.

We met with Undersheriff Miguel Gomez who provided an explanation of the funding sources and the need to increase the position from part-time to full-time.

We recommend approval to modify the PCN Roster for FY 2021 to increase the Administrative Assistant Position from part-time to full-time; to adjust the Administrative Assistant position PCN as split 50/50 between Administration and Law Enforcement; and to waive the hiring freeze to fill the position full-time.

Respectfully Submitted,

COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chair

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

FROM: COMMITTEE ON LABOR RELATIONS -- 5.4

JANUARY 19, 2021

Your Labor Relations Committee considered Communication No. 1-19-16 from Sheriff William Federspiel, requesting conversion of an open Deputy PCN (207016) and create a new Sergeant position; further, requesting amendment of its FY 2021 Budget to use revenue received from Federal inmate bed space to increase the Law Enforcement Fund by \$30,000 to cover the difference in wages between a Deputy and a Sergeant.

We met with Undersheriff Miguel Gomez who provided a brief explanation of the funding source as well as the need for the Sergeant position to assume some of the duties currently performed by Lt. Marsha Austin, which will require the authority of the Sergeant rank.

We recommend approval to convert the Deputy PCN (207016) and create a new Sergeant position.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chair

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered Communication No. 1-19-12, from Jessica Sargent, Director, Commission on Aging, requesting waiver of the hiring freeze to fill the position of Program Specialist, a position that oversees the Meals on Wheels program.

We met with Ms. Sargent who explained the position is vital to the Meals on Wheels program and is currently funded in the FY 2021 budget.

We recommend waiver of the hiring freeze to fill the position of Program Specialist.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chair

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

Your Labor Relations Committee considered a recommendation from Dave Gilbert, Saginaw County Civil/Labor Counsel, requesting approval of a Memo of Understanding and Agreement (MOU) between the County of Saginaw and the following bargaining units regarding accelerating the entitlement to health/vision/dental to the first of the month following 30 days for new hires, clarifies the onset date for accrual of Paid Time off (PTO), and changes made to the Disability Policy regarding eligibility: POAM Detention Supervisors, POAM Detention Youth Care Specialists, POAM District Court Probation Officers, POAM Family Division Probation Officers, POAM Assistant Prosecutors, TPOAM Court & Elected Officials, Teamsters Local 214 (COA & Public Health), Teamsters Local 214 (Nurses), POAM Animal Control, POAM Non-312 Corrections, POAM Command, UAW Unit 48 – Managers, UAW Unit 50 – Professionals, UAW Unit 49 – Paraprofessionals, POAM 312 Eligible – Deputies, and COAM – Sergeants.

We met with Mr. Gilbert via Zoom and he indicated the MOUs have all been signed by the business agents and approved by the unions. A sample of the MOU is attached.

We recommend approval of the Memorandums of Understanding and Agreement between the County of Saginaw and the above-mentioned bargaining units regarding accelerating the entitlement to health insurance for new hires.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Michael A. Webster, Chair

s/ _____
Kyle R. Harris, Vice-Chair

s/ _____
Gerald D. Little

s/ _____
Sheldon Matthews

s/ _____
Carl E. Ruth

MEMORANDUM OF UNDERSTANDING
AND AGREEMENT

This MEMORANDUM OF UNDERSTANDING AND AGREEMENT made and entered into this _____ day of _____, 2021 by and between the COUNTY OF SAGINAW, Michigan ("EMPLOYER") and _____, Representing ("UNION").

WHEREAS, the EMPLOYER and the UNION are parties to a Collective Bargaining Agreement ("CBA") which covers the time period _____ through _____;

WHEREAS, EMPLOYER is desirous of clarifying when employees accrue PTO, shortening the time period in which employees will become eligible for insurances, and reflect the recent amended date to County Policy #361;

WHEREAS, UNION is also desirous of clarifying when employees accrue PTO, shortening the time period in which employees will become eligible for insurances, and reflect the recent amended date to County Policy #361;

THEREFORE, it is agreed as follows:

1. Article 3, Section 1 shall be modified to provide regular full-time employees and regular part-time employees, who are otherwise eligible, may hold probationary status and qualify for benefits.
2. Article 17, Section 1 shall be modified to provide that paid time off (PTO) shall accrue commencing on date of hire and be credited on the first day of the month following thirty (30) days of service.
3. Article 20, Section 2, Article 20, Section 8, Article 20, Section 9 and Article 20, Section 15 of the CBA shall be modified to shorten the eligibility date for new employees to receive health insurance, dental insurance, life insurance and vision insurance to the first of the month following thirty (30) days of service.
4. Article 21 shall be modified to reflect that disability leave shall be in accordance with County Policy #361, as amended on August 12, 2008, September 22, 2020 and January 19, 2021.
5. This MOU shall be binding upon the UNION and EMPLOYER; shall not be considered precedent setting; and shall not affect the CBA in any other manner than that which is specifically set forth herein.

FOR THE EMPLOYER:

Robert V. Belleman – Controller/CAO

Carl E. Ruth, Chair
Board of Commissioners

David M. Gilbert – Labor Specialist

FOR THE UNION:

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held, December 13 - December 26, 2020.

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Replaced by PA 228 of 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/14/20	MAC Finance & General Gov't via GoToMtg	Krafft	\$50.00	1
2	12/15/20	Community Corrections Advisory Board via Zoom	Theisen	\$50.00	1
3	12/15/20	County Services Committee-Special via Zoom	Stack	\$25.00	1
			Hadsall	\$25.00	1
			Harris	\$25.00	1
			Krafft	\$25.00	1
			Webster	\$25.00	1
4	12/15/20	Labor Relations Committee - Special via Zoom	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
5	12/15/20	Board Session via Zoom	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
6	12/16/20	Saginaw Valley Zoological Society via Webex	Matthews	\$50.00	1
			O'Neal	\$50.00	1
7	12/16/20	Animal Control Advisory Council via Zoom	Hadsall	\$50.00	1
8	12/17/20	Commission on Aging via Zoom	Stack	\$50.00	1
9	12/18/20	MAC Transportatin/Leg. Update via GoToMtg	Webster	\$50.00	1
10	12/21/20	MBS Height Zoning Board via GoToMtg	O'Neal	\$50.00	1
TOTAL				\$1,200.00	29

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (12-23-20)

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held, December 13 - December 26, 2020.

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Replaced by PA 228 of 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	12/14/20	MAC Finance & General Gov't via GoToMtg	Krafft	\$50.00	1
		Community Corrections Advisory Board via			
2	12/15/20	Zoom	Theisen	\$50.00	1
3	12/15/20	County Services Committee-Special via Zoom	Stack	\$25.00	1
			Hadsall	\$25.00	1
			Harris	\$25.00	1
			Krafft	\$25.00	1
			Webster	\$25.00	1
4	12/15/20	Labor Relations Committee - Special via Zoom	Kilpatrick	\$25.00	1
			Stack	\$25.00	1
			Harris	\$25.00	1
			Matthews	\$25.00	1
			Webster	\$25.00	1
5	12/15/20	Board Session via Zoom	11 Present	\$550.00	11
		Dwan, Hadsall, Harris, Kilpatrick, Krafft, Matthews, O'Neal, Ruth, Stack, Theisen, Webster			
6	12/16/20	Saginaw Valley Zoological Society via Webex	Matthews	\$50.00	1
			O'Neal	\$50.00	1
7	12/16/20	Animal Control Advisory Council via Zoom	Hadsall	\$50.00	1
8	12/17/20	Commission on Aging via Zoom	Stack	\$50.00	1
9	12/18/20	MAC Transportation/Leg. Update via GoToMtg	Webster	\$50.00	1
10	12/21/20	MBS Height Zoning Board via GoToMtg	O'Neal	\$50.00	1
TOTAL				\$1,200.00	29

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (12-23-20)

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings December 27, 2020 - January 9, 2021

The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person.

There is currently no approved vaccine or antiviral treatment for this disease.

COVID-19 - Governor Whitmer issued Stay Home. Stay Safe. Save Lives. Executive Order 2020-154 - Replaced by PA 228 of 2020

<u>Meeting</u>	<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>	<u>Total Present</u>
1	01/04/21	Organizational Board Session via Zoom Boyd, Dwan, Ewing, Harris, Krafft, Little, Matthews, Ruth, Tany, Theisen, Webster	All Present	\$550.00	11
2	01/06/21	Crime Prevention Council via Zoom	Ruth	\$25.00	1
3	01/06/21	Committee Assignment Board Session via Zoom Boyd, Dwan, Ewing, Harris, Krafft, Little, Matthews, Ruth, Tany, Theisen, Webster	All Present	\$550.00	11
TOTAL				\$1,125.00	23

Respectfully Submitted, Suzy Koepplinger, Board Coordinator (1-8-21)

VI. RESOLUTIONS (1-19-2021)

Res. "A" - ASSIGNMENT OF OVERSIGHT AND MANAGEMENT OF THE RENOVATION
OF THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT TO THE
SAGINAW COUNTY BUILDING AUTHORITY

RESOLUTION "A"

COUNTY OF SAGINAW STATE OF MICHIGAN

ASSIGNMENT OF OVERSITE AND MANAGEMENT OF THE RENOVATION OF THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT TO THE SAGINAW COUNTY BUILDING AUTHORITY

*Christopher S. Boyd, Kathleen K. Dwan, Carol E. Ewing, Kyle R. Harris,
Dennis H. Krafft, Gerald D. Little, Sheldon Matthews, Carl E. Ruth,
Jack B. Tany, James G. Theisen, Michael A. Webster*

At a regular meeting of the Board of Commissioners of the County of Saginaw, State of Michigan held at Saginaw, Michigan on the 19th day of January 2021 at 5:00 p.m.

**Commissioner _____ offered the following resolution and moved for adoption.
The motion was seconded by Commissioner _____.**

WHEREAS, the Saginaw County Board of Commissioners has approved going forward on the construction of:

*Necessary renovation of the Dow Event Center and related environs
including the adjacent parking ramp as described in the Request for
Proposals prepared by the County (the Project)*

WHEREAS, since 1972, when Saginaw County incorporated its Building Authority, it has assisted Saginaw County in the siting, purchase, construction and/or renovation of various construction projects initiated by the County, when the County; and,

WHEREAS, the Saginaw County Building Authority has, with the approval of the Board of Commissioners provided satisfactory construction oversight and management of the various projects assigned to it, thereby relieving the County Board of Commissioners of daily oversight of the projects; and,

WHEREAS, the Saginaw County Board of Commissioners desires that the Project be completed in the most efficient manner possible resulting in a quality result for the citizens of the County; and,

WHEREAS, the Saginaw County Board of Commissioners has, subject to finalization of an acceptable contract, selected a contracting firm to design, manage, and/or construct the Project.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of County Commissioners of the County of Saginaw assigns general oversight and management of the renovation of the Dow Event Center Capital Improvement Project to the Saginaw County Building Authority, and directs the Building Authority to interface with all stakeholders, including but not limited to affected staff, architects and approved contractors with a goal to renovate the facility, according to the plans approved and within a budget approved by the Saginaw County Board of Commissioners for the construction and outfitting of the Project. Further, the County Controller is hereby directed to receive and remit payment for construction and other services as approved by the Saginaw County Building Authority.

All resolutions and parts of resolutions insofar as they may be in conflict herewith are rescinded.

Yeas:

Nays:

Absent:

Total: -11

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 19th day of January, 2021, the original of which is on file in the Board Office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 19th day of January 2021.

Vanessa Guerra, County Clerk
County of Saginaw

VII. CLOSING PROCEDURE (1-19-2021)

a.

- 1) Unfinished Business – None
- 2) Proclamations – None
- 3) Appointments and Elections

APPOINTMENTS

Pursuant to Article VII, 7.1.2 of the Board Rules, Chair appointments will be listed on the Addendum distributed at the January 19, 2021 Board Session.

ELECTIONS

HealthSource Saginaw, Inc.

Dennis Krafft (*Commissioner*)
Jack Tany (*Commissioner*)
Carl Ruth (*Board Chair*)

2-year terms to expire:
December 31, 2022

Saginaw County Community

Mental Health Authority

Tracy Raquepaw (*General Public*)
Leola Wilson (*General Public*)
John Pugh (*General Public*)

3-year terms to expire:
March 31, 2023 (*Held from 2020*)

- b. Commissioner Audiences
- c. Announcements by the Chair
- d. Adjournment

1-15-21/sek