

# Robért Report



**COUNTY OF SAGINAW  
OFFICE OF THE CONTROLLER**

January 20, 2021

# Robért Report

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## INFORMATION ONLY

Carl E. Ruth, Chairman  
Board of Commissioners  
County of Saginaw  
111 South Michigan  
Saginaw, MI 48602

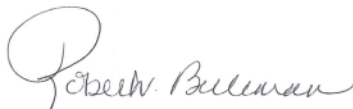
RE: Robért Report – End of Year 2020

Dear Chairman Ruth:

The Robért Report is a summary of activities taking place in departments and/or agencies that report directly or indirectly to the Controller/CAO. Other departments also contribute information to this report to assist in keeping the Board of Commissioners and County residents informed. The Robért Report can now be accessed through the County web site at [www.saginawcounty.com/Controller](http://www.saginawcounty.com/Controller). Please use this site to share the Robért Report with residents or other elected officials.

If you or other Commissioners have questions regarding the subject matter presented should be added, please feel free to contact me at 790-5211.

Sincerely,



Robert V. Belleman  
Controller/CAO

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**AIRPORT: (Airport Committee)**

**Contact Person: Robert Belleman, County Controller, 790-5211**

**Alan Kaufman, Airport Manager 295-0675**

Winter is rolling in! We are ready to plow snow!

The runway lighting project was nearly completed in 2020; final testing by the FAA is all that remains to be finished. Hangar occupancy is at nearly 100 percent, with several private single-engine planes moving to the field this year. The airport has four business jets based here at this time, an increase of two over last year. Fuel prices fell somewhat, and currently are \$4.05 per gallon for 100 LL and \$3.95 for self-serve Jet-A.

Happy Holidays, and we'll see you in 2021!

Biz jet coming in on final:



Large delivery of donated goods to the 1% Veterans' Food Pantry:



A large King-Air refueling with self-serve Jet A:



Twin which moved to the airport in 2020:



**ANIMAL CARE CENTER: (Courts and Public Safety Committee)**

**Contact Person: Bonnie Kanicki, Director, 797-4500**

December 2020

Current population: Dogs: 24, Cats: 30

Due to the COVID-19 pandemic, Governor Whitmer closed government again until December 9, 2020 and then extended the closure until January 15, 2021. We were previously doing adoptions by appointment; however, SCACC has not offered adoptions since this recent government closure.

New Shelter status: a 5-person review team evaluated Requests for Qualifications from Spence Brothers, RC Hendricks and Granger. The review team independently scored the Technical Proposals and interviewed Spence Brothers and Granger. As a result of the interviews, Granger was recommended as the Construction Manager. This information was presented to the Board of Commissioners in a special meeting on Tuesday, Dec. 15, 2020. The County Services Committee requested additional information on the process and how the Evaluation Team came to their recommendation. The County Services Committee received the additional information they wanted and recommended to the Board of Commissioners the selection of Granger as Construction Manager for the SCACC Resource Center Building Project.

The architects are working on finalizing the design plan of the new shelter building.

The Saginaw County Animal Advisory Council is continuing to meet the 3<sup>rd</sup> Wednesday of every month. The 12-member Council provides guidance over shelter operations and oversight to the new resource center project.

An Animal Control Officer (ACO) was promoted to Kennel Manager position in October. That ACO vacancy was filled by the promotion of a Kennel Tech. Also, 1 ACO resigned on Dec. 18<sup>th</sup> to return to her home state of South Carolina. Interviews were held for 1 Kennel Technician and 1 Kennel Aide. Selected candidates are moving through the pre-employment screening process.

The Board of Commissioners approved a waiver of the hiring freeze for the ACO vacancy and secretary vacancy and these vacancies will be posted publicly for outside candidates.

We hired a retired MSP Lieutenant as a contractual employee and animal cruelty investigator. The new animal cruelty investigator will work 20 hours per week at \$20.00 per hour. To date the ACO's have obtained 24 search warrants, rescued animals, and pursued prosecution against suspects. We always request restitution for our vet bills, board, and fees associated with each respective investigation.

At the on-set of the COVID-19 pandemic the County signed an MOU with POAM to allow Animal Control Officers to stay inside and help in non-traditional roles with animal care. We are continuing to have ACO's help inside.

We applied for an MDARD Animal Welfare Grant for \$9200 specifically for spay & neuter and are awaiting the decision of whether we are awarded this grant.

We are continuing to facilitate a Community Cats Committee focused on the large community cat population in the county, the Trap Neuter Release (TNR) initiatives, and research potential funding for assistance to those conducting TNR. COVID-19 has impacted our ability to meet in person.

Safety protocols remain in place and new employees are educated and trained in our procedures.

Once a month a dog and a cat are showcased in the Saginaw Twp. Living and the Swan Valley Neighbors magazine. No TV media Pet of the Week opportunities have been available since COVID-19 began.

### **BUDGET & CAPITAL IMPROVEMENT PLAN: (Budget/Audit Committee)**

**Contact Person: Koren Thurston, Finance Director, 790-5218**

The Board of Commissioners adopted the Fiscal Year 2021 Operating Budget at their September 22, 2020 meeting. The final approved budget included the use of \$1,783,232 in General Fund reserves to balance anticipated revenues with estimated expensed.

Draft #1 of the 2021 Operating Budget included the use of \$1,232,901 in General Fund reserves.

The final adopted budget encompassed the following changes that were approved in Draft #2 and Draft #3 of the budget:



- \$79,574 to reinstate an Office Assistant II position in the Register of Deeds office;
- \$150,000 available in additional funding for Saginaw Future, Inc. upon achieving each of three goals previously identified at the July 28, 2020 Committee of the Whole meeting;
- Amending original staffing proposal provided by the 10<sup>th</sup> Circuit Court to reinstate Circuit Court Reporter (swing) position, eliminating Law Clerk Bailiff position and reducing a Legal Clerk II position to part time;
- Adjustment to SCCJCC budget to decrease County and 911 contributions to \$75,000 each;
- Adjustment to annual contribution to Saginaw County Community Mental Health Authority from \$1,050,303 to \$778,961;
- Various adjustments to the Sheriff's budgets:
  - o Jail budget:
    - Eliminate revenue from housing of Genesee County inmates;
    - Increase revenue of housing inmates from US Marshall Service;
    - Adjust contribution to Law Enforcement;
    - Eliminate 2 Transport Officer (Deputy) positions and replace with 2 Security Officer positions;
  - o Law Enforcement budget:
    - Increase to estimated property tax revenues to account for the increase in millage;

- Add 4 Patrol Officer (Dep) positions and increase part-time temporary wages;
  - Increase of \$422,000 for purchase of 10 vehicles;
  - Increase of \$154,000 for purchase of various capital outlay items;
- Public (Capital) Improvement Sheriff's Restricted budget:
  - Increase of \$10,000 for the purchase of radios, Tasers and batteries;
  - \$50,000 for the purchase of a jail inmate transport van;
- Local Corrections Officer Training budget:
  - Increase of \$5,400 for ammunition and Taser cartridges;
- Sheriff Special Projects budget:
  - Reduction of 1 PCN (to be absorbed into Law Enforcement fund) due to the decrease in Selective Enforcement Grant;
  - Increase of \$6,598 contribution from the Law Enforcement fund to cover expenses in excess of the Selective Grant award amount.
- Adjustment to the Health Department to amend its 2021 Fee Schedule and increase estimated revenues by \$17,000 to reflect a 5% increase; increase its budget by \$1,241,766 due to additional grant awards; and an additional \$650,000 contribution from the General Fund from CARES Act revenues;
- Adjustment to the Maintenance Public Improvement budget by \$29,882 to address issues in the large employee parking lot;
- \$90,000 for 6 months of funding to MSU Extension to leverage grant funding for Saginaw County programs, cover direct program expenditures and to prepare and submit a report to Human Services Committee;
- And \$112,398 for 6 months funding for 3 clerical positions in the Prosecutor's Office.

The total County Operating Budget was approved in the amount of \$169,220,694, a 5.35% decrease over the amended Fiscal Year 2020 Budget. The total General Operating Fund Budget was approved in the amount of \$49,684,793, a decrease of 2.83% over the amended Fiscal Year 2020 Budget.

The grand total of approved capital projects in the 2021-2025 Capital Improvement Plan was \$17,299,935 with \$951,161 coming from Public Improvement funds and the remaining \$16,348,774 budgeted within each department's respective budgets.

#### **BUILDING AUTHORITY:**

**Contact Person: Robert V. Belleman, Building Authority Chairman 790-5578**

#### **Jail Project Update:**

- 3<sup>rd</sup> floor beams, intersecting block walls and cracking grout joints have been addressed and only need painting to be complete.
- All furniture, fixtures and equipment have been received with the exception of the cambros for the kitchen.
- Improvements to the storm-water drainage system is currently being completed.
- Cell painting is complete and the daytime sensor on the flagpole has been adjusted.
- Cell toilet issues have been addressed and will continue being monitored by jail staff.
- The Building Authority voted 5-0 to approve and implement a solution to the block walls "soaping" with a high-density/high-impact drywall.

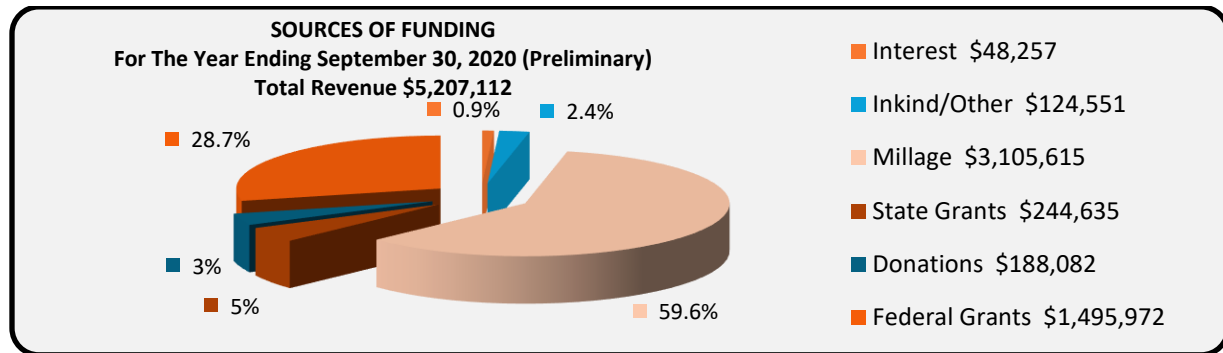


- The demolition of the old jail is underway and there is still a lot of material to haul. Tunnel installation work is scheduled to begin in February 7, 2021 once the demo is complete and the foundations are cut down,

### COMMISSION ON AGING (COA): (Human Services Committee)

Contact Person: Jessica Sargent, Director, 797-6876

#### Year End Snapshot:



#### 72 EMPLOYEES (21 FULL-TIME, 30 PART-TIME, 21 TEMPORARY/ON-CALL)

<p><b><u>Meals on Wheels</u></b> Prepared and delivered <b>207,027</b> meals to <b>1,158</b> homebound seniors (+32,202 meals from last year)</p>	<p><b><u>Congregate/Curbside</u></b> Served <b>69,415</b> meals to <b>1,074</b> participants at senior center locations and through the <b>**new**</b> curbside meal pick up program (+18,254 meals from last year)</p>
<p><b><u>Volunteers</u></b> <b>253</b> Volunteers gave <b>10,976</b> hours of service (equivalent \$25.79/hour= \$283,071)</p>	<p><b><u>Transportation</u></b> Provided <b>5,715</b> one-way transportation trips to medical appointments and grocery shopping to <b>346</b> clients. Logging <b>113,110</b> miles</p>
<p><b><u>In-Home Support</u></b> Assisted <b>234</b> clients with <b>1,055</b> consumer hours</p>	<p><b><u>Foster Grandparent Program</u></b> <b>57</b> Volunteers served <b>35,745</b> hours to <b>248</b> individual students individually &amp; <b>969</b> students in total at <b>14</b> area schools in Saginaw County.</p>
<p><b><u>Outreach &amp; Referral</u></b> Provided <b>898</b> hours to <b>408</b> individuals (including Census 2020 promotion &amp; assistance)</p>	<p><b><u>Care Management</u></b> Assisted <b>106</b> clients.</p>
<p><b><u>Caregiver &amp; Kinship Support</u></b> Served <b>47</b> individuals with <b>849</b> consumer hours</p>	<p><b><u>Case Coordination &amp; Support</u></b> Served <b>1,119</b> clients with <b>6,867</b> consumer hours</p>
<p><b><u>Information &amp; Referral</u></b> <b>16,017</b> Requests for Information and Referral Service</p>	



### COVID-19 PANDEMIC RESPONSE:

We have incredible staff and volunteers: Since March 26, 2020 when all county facilities closed to the public due to the COVID-19 pandemic, the agency has continued to provide supportive services to older adults. This includes Transportation to medical appointments and grocery trip shopping, meals on wheels, and new curbside meal pick up program. Staff have continued to be available by phone for intake and referral, and to meet one on one as needed. Staff that were unable to work remotely, without hesitation, assisted with packaging and delivery of meals for the nutrition program.

- **Since the beginning of the COVID-19 Pandemic (April-September):**

- Curbside Pick-up Meal Program: Served **44,327** meals. *Senior Centers are closed for participation since March 16, 2020.*
- Home Delivered Meals: Served **108,266** meals.
- Transportation services has provided **2,275** trips to **194** clients.
- **30** Volunteers served **354** hours packaging and delivering meals on wheels.
- Caseworkers/Outreach staff completed Virtual Telephone Assessments& assistance.
- Distributed **504** fresh fruit and vegetable boxes.
- Facemask distribution to homebound seniors (supported by Region VII Area Agency on Aging) supplied **780** seniors with a 5-pack of cloth masks.
- Facemask distribution supported by United Way of Saginaw, provided facemasks to all participants.
- Sheriff Department delivered **8,000+** meals.
- Virtual Caregiver/Kinship Support Groups
- Curbside pickup of incontinence supplies and other needs (thanks to the *Saginaw Community Foundation* and *United Way of Saginaw* for providing supplies as needed).
- Received an additional **\$141,452** in federal COVID Relief funding through FFCRA and **\$92,852** through CARES Act funding.

### OTHER AGENCY HIGHLIGHTS:

- Census 2020 Outreach, promotion, and assistance.
- **100** Senior Project Fresh Coupons distributed curbside or porch drop off.
- Kinship Program Backpack and School Supplies Distribution
- Transportation Drivers, with the lift accessible vans, assisted with the evacuation of **40** residents at St. Francis nursing home on May 19, 2020 when Edenville/Sanford Lake dam collapsed.
- Received **\$96,000** in grant funds from the Meals on Wheels Association of America COVID-19 relief fund to purchase a new food truck, a new crossover for meal deliveries, and to support additional costs associated with increase in demand for the curbside pickup meal program.
- The Marie E Davis building received a new roof and ramp into building.
- Foster Grandparent program purchased 15 Chromebooks. The program volunteers will continue to be able to serve and stay engaged with school-aged children in a virtual environment.

### **COMMUNITY CORRECTIONS/JAIL REIMBURSEMENT: (Courts and Public Safety Committee)**

**Contact Person: Mary Stec, Community Corrections Manager 790-5584**

The Saginaw County Community Corrections office focuses on reducing the overall prison commitment rate (PCR), maintaining or lowering the Group 2 straddle cell PCR and reducing the number of technical probation violators sentenced to prison. We focus on these goals by targeting pretrial offenders for bond review and recommendations and utilizing validated and evidence based risk/needs assessments in order to provide informative and written reports to the court and determine the appropriate levels of supervision. We also continue to support structured sentencing for felony offenders, Group 2 straddle cell offenders and probation violators with technical violations with jail, probation, residential services, community programs and specialty court programs.

At the end of the 2020 fiscal year we have provided pretrial supervision and other Community Corrections grant funded programs to over 1,200 defendants. This includes defendants in need of substance abuse services, vocational programs and employment. Clients were referred to TriCap, Great Lakes Bay Health, Delta College, Michigan Works, ETC, and SVRC in order to obtain a GED, receive training in technical trades, and to receive group cognitive or substance use therapy. We were able to provide these services with little or no interruption to our clients even though we transitioned from working in the office to working from home during a pandemic. Lastly, as a result of these programs and services, 77 defendants (or 20% of our program terminations) had their charges reduced from a felony to a misdemeanor and 54 defendants (or 15% of our program terminations) had their charges dismissed or nolle prossed.

In addition to our client's success, I would like to acknowledge the Saginaw County Community Corrections office received a full funded grant award to not only continue providing these services but to add a program that addresses child and adult trauma. We were also able to renew our Michigan Economic Development grant for another year and will utilize those funds to support our Community Corrections goals and objectives. This is particularly significant because our average daily population amongst these programs increased exponentially during the COVID pandemic. To adjust for the 200% population increase, we restructured supervision requirements for low, moderate and high risk defendants, completed COMPAS assessments only when referring for treatment services and even though our primary form of communication is still by phone, we began utilizing Google tools to contact clients by text.

For the fiscal year 2021, we are prioritizing methods to promote our pretrial supervision services and the Opiate Specific Program and Trauma program. I would like to see these programs expand and continue their successes in reducing incarceration and increasing community rehabilitation efforts. In the meantime, our focus will be on our current MDOC/Saginaw budget and contractual requirements.

### **DOW EVENT CENTER: (County Services Committee)**

**Contact Person: Robert V. Belleman, Building Authority Chairman 790-5578**

Operations at The Dow Event Center & Huntington Event Park continue to be mostly paused due to the Coronavirus pandemic, and our staff has been busy executing three main areas of focus: Mitigation, Preparation & Engagement.

In the area of mitigation, The Dow Event Center & Huntington Event Park continue to mitigate any potential harm caused by the current pandemic. We continue to minimize any fixed expenses while keeping our venues viable. This includes reducing utility usage, maintaining equipment and pausing any service agreements that are unnecessary during this time of paused activities. Additionally, we continue to reduce payroll during this current period by continuing furloughs.

We also are continuing our preparation in different areas of focus. An RFQ has been distributed and the process has begun to evaluate bids for the many capital projects that need to be addressed throughout our facilities. It is our goal to have a Construction Manager selected by January of 2021 and to begin work shortly thereafter. Additionally, we have prepared to reopen eventually by beginning to implement our VenueShield program for any guests that utilize our facilities. This program includes enhanced sanitization procedures, upgrades to our HVAC procedures, increasing accessibility to hand sanitizer, performing health checks and other upgraded procedures.

We remain engaged with the communities that we serve during this time of restricted operations. We hosted a polling location for the November 3<sup>rd</sup> election in our Atrium and we have provided meeting space to hold Saginaw County Government meetings in our socially distanced set-up in the facility. Additionally, Saginaw County Trial Courts are hosting court hearings in our Red Room where they can safely socially distance. We are also promoting an online show program called Passport Shows, which allows guests to virtually interact and participate in shows via zoom. Our next scheduled show is “A Virtual Christmas Vacation with the Griswold’s: An Evening with Chevy Chase & Beverly D’Angelo”.

### **ECONOMIC DEVELOPMENT/SAGINAW FUTURE: (County Services Committee)**

**Contact Person: JoAnn Crary, President, 754-8222**

#### **Saginaw County Projects**

At the end of the October, 2020, SFI assisted 31 businesses with expansions and attraction to the area. We also assisted with the retention of 270 businesses in Saginaw County. Total jobs created and retained was 1,512, including those that responded to surveys from the Small Business Relief grants.

An average of 35 projects are announced and assisted by SFI annually. A typical project can take from 10 hours to 200 hours with an average of 50 hours. Each of these projects add to the County’s tax base including business expansions and attractions, and start-ups. Saginaw Future staff provides technical assistance, incentives or referrals in areas such as financing, infrastructure grants, incentive packaging, business planning, labor training, demographics, site location and other areas of need.

#### **Saginaw Future Administration Services**

- Great Lakes Tech Park
- Economic Development Corporation of the County of Saginaw
- Saginaw County Brownfield Redevelopment Authority
- Saginaw County Revolving Loan Fund
- Annual Economic Report
- Response to Controller on specific requests
- Bond Rating Agency Questions and updated economic data

- Sites/buildings for County's legal defense office
- Sites for Animal Control

### **Small Business Relief Grants**

Over the past four months, Saginaw Future Inc. (SFI) has been immersed in programs to assist small businesses and non- profits that have been impacted by COVID-19 and the flood. SFI administered grant funds from the Michigan Economic Development Corporation and was able to assist 131 businesses and non- profits with an average grant of \$1,600. The Consumers Energy Foundation also awarded \$200,000 to SFI, which was provided to 145 organizations, including 53% of the grants to women-owned businesses and 27% to minority owned businesses. The Dow Foundation awarded \$80,000 in grants to SFI, which were provided to nine Saginaw County based non-profits. Each of the three programs was administered by our staff, and no administration funds were received.

Currently, Saginaw Future is administering a \$3,545,455 grant for businesses and non-profits in Saginaw and Bay Counties. To date, \$3,119,500 in grant funds have been distributed to 513 recipients in Saginaw and Bay Counties. Grant recipients will be surveyed on jobs created and retained before year's end. Thirty percent of these grants have to be made to women, minority or veteran owned small businesses (with 50 or less employees).

Saginaw County businesses received:

- 634 Grants
- \$2,571,000

Resulting in:

- An initial 2,276 Jobs Retained
- An initial 834 Jobs Created

**Corporate Watch Calls** are scheduled by SFI staff members bringing in representatives of the Michigan Economic Development Corporation and other service providers to meet with area executives. The purpose is to discuss the company's plans for expansion and potential barriers to growth. From 11/1/19 to 11/1/20, SFI met with 199 companies.

**Coming Home** virtual mixer connected more than 146 registered young professionals, who are currently in the region or have left and are interested in coming home, with 25 world-class regional employers with specific positions available. SFI and its economic development partners spearheaded the initiative. Retaining and attracting talent is the number one issue for companies.

**Saginaw Future PTAC** provides no fee assistance to businesses that are interested in providing goods and services to federal, state and local governments. Over the past year, the Saginaw Future Procurement Technical Assistance Center assisted 29 County of Saginaw companies attain 378 contracts valued at nearly \$46 million.

### **Support Info Provided**

- CMS Energy put your town on the map grant opportunity and Michigan Site readiness opportunity

- Information on the MEDC Restart grant, PPE information, Reopening plan guidelines
- MEDC's Match on Main Program/ Opportunity
- Contacted communities on what was needed in response to COVID and packaged to the head of CDBG program
- SBA grant program for winterizing for businesses
- 130 COVID-19 specific Corporate Watch Calls COVID-19 and flood recovery information and tools for businesses
- State Grants Awarded including State Trade Expansion Program & more - Saginaw County 8, \$68,616

### Marketing & Tools

- SFI worked on 126 responses to Leads in the County of Saginaw
- Property Database - [www.GreatLakesBaySites.com](http://www.GreatLakesBaySites.com)
  - 648 County of Saginaw Sites Listed
  - 430 County of Saginaw Buildings
- 41 business development research reports for Saginaw County
- 90 SFI Communications Featuring Saginaw County Companies and Opportunities

### EMERGENCY MANAGEMENT: (Courts and Public Safety Committee)

Contact Person: Lieutenant Mark Przybylski, Director 790-5434

No report was submitted this month.

### EQUALIZATION: (County Services Committee)

Contact Person: Denise Babbitt, Director, 790-5262

The Equalization staff has had a very busy year. We were able to complete tax roll printing for 28 of the 30 taxing jurisdictions in Saginaw County for both summer and winter seasons; as well as processing and preparing all of the personal property statements and assessment change notices.

The Department is finalizing the equalization studies in the various classes of property in Saginaw County. These studies are used to determine the ratios and multipliers to be applied to the various classifications of property in all the cities and townships for the 2021 assessment year. We visited over 1290 parcels this year from all classes. Studies are to be completed by December 31. The State Tax Commission has determined that a two year study be used in the residential class in all cases. The March 31 end date for the sales used in our studies will allow us to begin our studies at an earlier date. Preliminary residential studies were mailed to assessors at the end of October.

### FINANCIAL SERVICES: (Budget/Audit Committee)

Contact Person: Koren Thurston, Finance Director, 790-5218

The County's Audited Financial Statements for the year ended September 30, 2019 were submitted to the State of Michigan within the required six months after yearend and were approved by the Board of Commissioners on April 21, 2020.



These statements are available on the County's website at [www.saginawcounty.com](http://www.saginawcounty.com) under the Controller & Finance Department's webpage.

We are currently in the close out process for the fiscal year ended September 30, 2020 and anticipate the audit will be completed and filed with the State of Michigan by March 31, 2021.

Throughout the year, the Financial Services Department works closely with each County department in providing various types of assistance where needed. Sometimes it is a simple journal entry to correct a claim charged to a wrong account and other times it is an in depth budgetary analysis.

Below is a snapshot of the number of various transactions that Financial Services have reviewed and processed during the 2020 fiscal year and the previous 9 fiscal years for comparison:



Financial Services Activity	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 YTD
# Claims Reviewed & Processed	23,612	22,495	21,153	21,653	20,535	19,557	18,857	18,711	19,376	17,398
# Billings Reviewed & Processed	4,042	3,980	3,825	4,283	4,166	4,183	4,200	3,820	3,982	3,534
# Journal Entries Reviewed & Posted	5,994	6,010	6,177	6,887	6,540	6,701	6,259	6,142	6,206	5,499
# Budget Adjustments Processed	190	154	197	191	197	253	288	228	234	218

During 2020, Financial Services was able to maintain our paperless process for filing and storing journal entries and supporting documentation. We have also been able to maintain electronic filing for our claims and supporting documentation. We also worked closely with various departments to submit grants timely, process billings and reconcile accounts.

Vendor selection was made during 2019 to replace our internally developed mainframe applications of which Financial Services rely heavily upon in our day-to-day operations. Tremendous work has been done during 2020 in the process of transitioning off the County's mainframe system for Financial Services.

#### HEALTHSOURCE SAGINAW (Human Services)

Contact Person: Michelle Trevillian, Interim President/CEO, 790-7888

Michael A. Webster, Chairperson, County Commissioner

Robert V. Belleman, Controller

No report was submitted this month.

#### INFORMATION TECHNOLOGY (IT): (County Services Committee)

Contact Person: Joshua Brown, Director 790-5575

No report was submitted this month.





### **MAINTENANCE DEPARTMENT: (County Services Committee)**

**Contact Person: Annette Taylor, Interim Maintenance Director, 758-2333**

Courthouse: Due to the peak Covid-19, social distancing and safety are paramount. We have changed the hours of the custodial staff to 5:30pm to 2:00am, modified starting shift destinations for productivity and other social distancing procedures within the department. Coordinating with the Controller's office on COVID-19 activity at County facilities. Performing disinfecting and fogging as necessary. The Saginaw County mural designed by artist Eric Schantz, was installed and looks amazing!

Health Department: New freezer for the highly awaited COVID-19 vaccines has been wired, installed, connected to emergency generator and Audio Central Alarm.

Jail: Performed routine maintenance and resolved reoccurring issues. Coordinating with Spence to correct any deficiencies prior to the warranty expiration date.

Maintenance: Kiosk's for the Courthouse and Health Department were installed and did not perform as designed. They have been returned and refunded. Seven new kiosk have arrived and will be installed ASAP. Interviews for the vacant Maintenance Director were conducted the first week of December. A unanimous choice was decided and a conditional offer of employment has been extended.

### **MENTAL HEALTH AUTHORITY: (Human Services Committee)**

**Contact Person: Sandra M. Lindsey, CEO, 797-3400**

#### Thank You to Staff, Network Providers and Saginaw County Health Department

SCCMHA is so very thankful to all SCCMHA staff and network of providers for the diligent work serving consumers during the COVID-19 pandemic. Your efforts in support of SCCMHA's mission / vision, assuring accessibility of services to persons served in this very difficult environment are very much appreciated.

We also want to take a moment let the Saginaw County Health Department know how much we appreciate and value their expertise, leadership and guidance keeping our county safe during the COVID-19 pandemic as well. Recent assistance with contact tracing and testing of Saginaw County's adult foster care residents has been especially helpful.

#### Saginaw County Community Mental Health Authority (SCCMHA) Extended Hours

Beginning on November 2, 2020, SCCMHA has moved to extended hours at our clinical sites. This change in clinical hours is to better serve youth, families and adults with developmental and intellectual disabilities, serious emotional disorders and behavioral challenges, mental illness and substance use disorders living in Saginaw County. Current hours for Towerline Road, Bay Road and Hancock Street locations are as follows:



Support Coordination, Wraparound, Transition Aged Youth (TAY), Self Determination – Towerline

Monday: 8:00 am - 7:00 pm

Tuesday: 8:00 am - 5:00 pm

Wednesday: 8:00 am - 7:00 pm

Thursday: 8:00 am - 5:00 pm

Friday: 8:00 am - 6:00 pm

Enhanced Health - Towerline (OT, PT, RD)

Monday: 8:00 am – 6:00 pm

Tuesday: 8:00 am – 6:00 pm

Wednesday: 8:00 am – 6:00 pm

Thursday: 8:00 am – 6:00 pm

Friday: 8:00 am – 6:00 pm

Children, Youth and Family Services (FSU) – Bay Rd

Monday: 8:00 am - 7:00 pm

Tuesday: 8:00 am - 5:00 pm

Wednesday: 8:00 am - 7:00 pm

Thursday: 8:00 am - 5:00 pm

Friday: 8:00 am - 6:00 pm

Community Support Services Case Management, Central Access & Intake – Hancock

Monday: 8:00 am - 7:00 pm

Tuesday: 8:00 am - 5:00 pm

Wednesday: 8:00 am - 7:00 pm

Thursday: 8:00 am - 5:00 pm

Friday: 8:00 am - 6:00 pm

Health Home – Hancock

Monday: 8:00 am – 6:00 pm

Tuesday: 8:00 am – 5:00 pm (*alternating weeks RD located at Hancock and that time frame would be until 7 pm*)

Wednesday: 8:00am – 5:00 pm (*alternating weeks RD located at Hancock and that time frame would be until 7 pm*)

Thursday: 8:00 am – 5:00 pm

Friday: 8:00 am – 5:00 pm

**MICHIGAN WORKS: (County Services Committee)**

**Contact Person: Christopher Rishko, Director, 754-1144**

Great Lakes Bay Michigan Works! launched a new Summer Young Professionals program in July targeting young adults 14-24 with a focus on reducing youth unemployment and increasing career preparedness. The program was successfully executed amidst the pandemic and was delivered in compliance with COVID-19 protocols. The young adults participated in virtual college tours, virtual talent tours, paid work experiences wherever possible, and received training in the following topics:

- Workplace Safety
- Essential Work Skills
- Communication
- Collaboration
- Critical Thinking
- Customer Service
- Creativity
- Stress Management
- Financial Literacy
- Interviewing
- Networking

51 Young Adults from Saginaw, Bay and Midland counties successfully completed this program.

### **MOSQUITO CONTROL: (Human Services Committee)**

**Contact Person: William Stanuszek, Director, 755-5751**

The following is a general synopsis of Mosquito Control's 2020 challenges and accomplishments, as well as a look forward into 2021. While this year was challenging for everyone, it is through the hard work and service of our employees that we maintained our public health service during the COVID-19 pandemic. With 44 control seasons experienced, we continue to make strides in our abilities to control mosquitoes and mosquito-borne disease throughout our county in the most cost-effective manner. We endeavor to use the most effective strategies based on science and regulation with the least impact to the environment and pollinators.

With the arrival of the Coronavirus in early 2020 and the resultant closures and precautions, it was apparent this mosquito control season was not going to be normal. We prioritized the safety of our employees and the public while continuing to provide our essential public health services. Due to such precautions, changes to certain services were necessary. A full account of these changes, as well as a summary of the season can be found in our **2020 Annual Report**, which will be available on our [website](#) in December 2020.

While mosquito populations resembled that of an average season, the 2020 season faced a couple unique challenges such as the flood in May and above average West Nile virus activity in mosquitoes, which required additional control efforts. The following items highlight this season's accomplishments:

- Expansion of our Spring Aerial Treatment Program accounted for the treatment of over 52,000 acres of mosquito habitat located throughout the county;
- Increased larval control through the expanded use of long-lasting control products that target both nuisance and disease-carrying mosquitoes;
- Increased access to mosquito control services through on-line service forms; contactless residential scrap tire collection and Bti pick-up at our facility; and an account of mosquito-borne disease and treatment activities visible on our website;
- Further incorporation of GIS technologies, including smart spray/treatment technologies and software.

As we look to build on this past season's accomplishments and provide better service, the below provides some goals for the 2021 season.

- Expansion of community larval control through expanded use of long-lasting control products, as well as using additional vehicles and equipment;
- Continue 2020's aerial treatment expansion, targeting over 52,000 acres of habitat.
- Increased access to relevant information items through our website and social media;
- Seek opportunities to work with local communities in regards to scrap tire collection efforts and public education;
- Increase mosquito surveillance through smart trapping technologies and drone use.

It is our hope that the current pandemic eases and we can return to our normal services that residents have come to expect. Our priority remains the protection of public health through the control of mosquitoes and the diseases they transmit.

**MSU EXTENSION: (Human Services Committee)**

**Contact Person: Mark Rankin, Director, 907-6500**

No report was submitted this month.

**PARKS: (County Services Committee)**

**Contact Person: Brian Keenan-Lechel, Parks Director, 790-5280**

County Parks continue to be open and available for residents physical and mental health – we've seen steady usage even with the colder temperatures arriving. Internally, we are preparing and planning for three capital development projects with construction planned in 2021. They include:

- A new county park in the City of Saginaw in partnership with the MDNR – [Saginaw River Headwaters Rec Area](#)
- Splash Pad and Playground Installation at William H. Haithco Recreation Area
- Trailhead and boardwalk construction on Kochville Rd (BayZil Trail) in Zilwaukee

**PAYROLL: (Labor Relations Committee)**

**Contact Person: Gladys Strobel, Payroll & Benefits Supervisor, 790-5216**

**Michigan 2021 Minimum wage** – Michigan officials announced that the scheduled January 1, 2021 minimum wage increase is not expected to go into effect due to high unemployment numbers. Under Michigan's improved Workforce Opportunity Act, passed in 2018, minimum wage increases will not go into effect if the state unemployment rate is higher than 8.5 percent. Michigan Minimum Wage will stay at \$9.65. Should the unemployment numbers rebound the next minimum wage increase should go to \$9.87 an hour.

**The Social Security Administration (SSA)** announced that starting Jan. 1, 2021, the maximum earnings that will be subject to the Social Security payroll tax would increase by \$5,100 to \$142,800. This is up from \$137,700 in 2020.

### **PERSONNEL/LABOR RELATIONS: (Labor Relations Committee)**

**Contact Person: Jennifer Broadfoot, Personnel Director, 790-5507**

The results of Phases II and III of the Total Compensation and Job Classification Study covering Professional and Managerial/Supervisory level employees was approved by the Board of Commissioners in October, 2020. Its findings are currently being implemented based on the status of discussions with individual unions. Baker Tilly is currently finalizing new job descriptions and Personnel will begin to review the draft descriptions with Department Heads soon.

The most recent round of contract negotiations concluded with the ratification of the Sheriff's Department Sergeants agreement in December, 2020. A new round of negotiations is expected to begin in late spring,

The County has continued its membership in the American Society of Employers (ASE). ASE offers to its members a number of training opportunities at discounted rates. General courses of study are for Supervisors, Administrative Assistants and Customer Service. Many Human Resource classes are also offered. A course catalog can be found on ASE's website, [www.aseonline.org](http://www.aseonline.org). ASE has moved many of its courses to a virtual platform. If you are interested in classed, please contact Personnel to ensure you receive the discounted rate.

### **PUBLIC HEALTH: (Human Services Committee)**

**Contact Person: Christina Harrington, Health Officer, 758-3818**

#### **When Public Health Meets COVID-19**

For nine months, the health department team has pivoted, innovated, and readjusted to respond to a novel virus impacting every home, school, business, gathering and public place in Saginaw County.

- Instead of inspecting restaurants, health department environmental sanitarians assisted in case investigations and provided guidance to businesses impacted by epidemic orders.
- The entire team of public health nurses joined one designated communicable disease nurse in round-the-clock case investigations while maintaining virtual visits and patients/customers.
- Our public health lab continued to perform water and drug testing while also running rapid COVID-19 tests for long-term care facilities required to do regular testing for staff and residents.

While COVID-19 has defined the year for us, it hasn't changed our commitment to safeguarding Saginaw from ALL diseases. Rather, our determination to lead the way in building a healthier Saginaw is stronger than ever before.

COVID-19 and our team's selfless and continuous response to it has brought about many noteworthy accomplishments, including:

- Creation of a cohesive, decisive Medical Command & Control (Saginaw was the first to send samples to the state lab for COVID-19 testing and deployed excellent testing sites in record time).
- Collaboration with County Emergency Management during May's historic flooding and resulting health implications
- Leadership for COVID-19 vaccine management
- One of the only local health departments in Michigan to re-open for normal services (family planning, immunizations, personal health clinic) during the pandemic

## Other Notable Accomplishments

**\$2.4 million:** Much needed financial resources our successful millage passage will bring in the first year. Our Yes! to Public Health committee did an outstanding job educating our community about health department needs in just two short months.

**100,000:** Staff calls made or answered on the COVID-19 hotline and throughout case investigations. In addition, health department experts spent countless hours consulting one-on-one with superintendents, restaurant owners, gyms, hair salons, car dealerships, manufacturers, construction companies, banquet facilities, and other businesses dealing with restrictions and requirements for mitigation strategies.

**40:** Regularly scheduled FB LIVE COVID-19 updates candidly addressing everything from case counts and positivity rates to safe holiday celebrations, vaccine progress, safe schooling, and COVID myth busting.

This doesn't include the countless school forums, parent forums, chamber presentations, media interviews, and Zoom meetings devoted to COVID-19 related topics.

**100s:** Outbreak investigations and coordination with state agencies

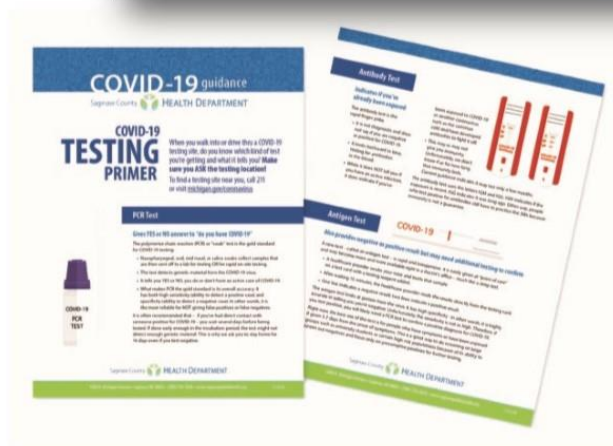
**Over 200:** Detailed email blasts to Saginaw Co. officials as well as other stakeholders such as school superintendents, long-term care facilities, first responders, and healthcare providers. In addition, the health department sent out daily press releases to the media with accurate case counts and deaths. Our Facebook page, website and the library of fact sheets and tool kits we created is unprecedented for a department our size. Our commitment to this level of communication makes us one of the most trusted sources of COVID-19 information for our community.

**35% to 19%:** COVID-19 took a disproportionate toll on our minority communities. At one point early in the pandemic, 35% of our black and brown populations were impacted by COVID positivity. Thanks to a generous grant from the Saginaw Community Foundation, we spearheaded a communications campaign targeted at our minority communities with three simple messages: Practice the 3Ws, work with your healthcare provider to manage underlying conditions, and call 211 for testing. As a result, now just 19% of black and Hispanic Saginawians are impacted by COVID-19, which is representative of our community as a whole.

Looking ahead to 2021, we are ready to fulfill the promises made to our community:

- Adequate staffing, including a team of dedicated disease surveillance nurses, a full-time epidemiologist to help us improve health outcomes, and health educators
- Sustained operation of two mobile units returning services to out-county areas and enhancing services beyond our building
- Increased testing capacity in our lab
- Enhanced communication for reliable health information and education





**PUBLIC WORKS COMMISSION: (County Services Committee)**

**Contact Person: Brian Wendling, Public Works Commissioner, 790-5258**

No report was submitted this month.

**PURCHASING: (County Services Committee)**

**Contact Person: Kelly M. Suppes, Purchasing/Risk Manager, 790-5505**

**(SURPLUS SALES)** Items sold for months of Oct2020-Dec2020

IPhone XR 64GB	\$353	Parks
GM Tech2 Vehicle Scanner	\$514	Mosquito
2012 CAN-AM Outlander 400XT 4x4 ATV	\$3800	Mosquito
2001 Chevy K2500HD Pickup 4x4, 107859 Miles	\$5300	Mosquito
Citizens E168 Eco Solar Watch	\$244	Sheriff
Snap on Tools Car Scanner	\$150	Mosquito
Lot of (3) HP 507A Toners	\$348	Controller
Cold Heat Battery Soldering Iron Tool	\$22	Sheriff
2009 Chevy Silverado 1500 4x2, 109106 Miles	\$6500	Mosquito
2009 Chevy Silverado 1500 4x2, 135000 Miles	\$5500	Mosquito
Ricoh MP 2554SP Copier	\$250	Controller
Western 1000 Salt Spreader	\$900	Parks
HP CE253A Toner Cartridge	\$28	Jail
iPhone 8, 64GB	\$200	Public Works
2015 Dodge Charger AWD, 134427 Miles, Engine Issues	\$6000	Sheriff
(2) Air-Flo PSV-8E Salt Spreaders	\$1800	Maintenance
<b>TOTAL SURPLUS PROPERTY SALES</b>	<b>\$31,908</b>	



### **Purchase Orders**

During the months of October – December 2020 a total of 201 Purchase Orders were issued totaling \$3,903,431.99.

### **P-Card Transactions**

October 2020	\$109,700
November 2020	\$ 94,985
December 2020	Unknown

### **Liability Claims/Defense Costs**

During the months of October 2020-December 2020 the following was expended in Defense Costs for liability claims.

October 2020	\$56,994.50
November 2020	\$20,807.65
December 2020	Unknown

### **RETIREMENT & BENEFITS: (Labor Relations Committee)**

**Contact Person: Amy J. Deford, Retirement Administration, 790-5577**

**Retirement Plans** – Since January 1, 2020, seven employees have retired. A total of 523 participants are enrolled in the Defined Contribution Program (DC), while 9 employees remain in the MERS Defined Benefit Plan.

**Benefits** – The Union/Management Committee met several times over the past month to review health insurance proposals and rates provided by Aetna, HAP/ASR and Priority Health. Most options came back over the hard cap in which there were several discussions on how to lower costs. On September 21, 2020 the Committee recommended HAP/ASR as the County's health insurance provider for the upcoming 2021 plan year. Open enrollment for any changes in benefits was held November 17, 2020 through December 4, 2020.

Notification of the transition from Aetna to HAP/ASR went out to all Pre-65 retirees with copies of Benefit Summaries and 2021 monthly rates. Beginning in January, 2021 new rates will go into effect for those retirees that have a premium share.

### **SAGINAW COUNTY CONVENTION & VISITORS BUREAU:**

**Contact Person: Annette M. Rummel, CEO- Travel Trailblazer, 245-1223**

Number of Employees: **One (1) Saginaw County Travel Expert – Sales/Admin.** Staff paid in collaboration with Michigan's Great Lakes Bay Regional CVB eliminating duplication, reducing overhead and increasing program/organizational mission investments.

Total Budget estimate: \$1,000,000.00 (13% - Total overhead – 87% program/mission investments)

2020 Accomplishments drawn from goals presented in 2016 - 2020 report adjusted to address CV-19 global pandemic:

#### **Example One: Summary Travel Safety Pledge Program**

**Need:** The Saginaw County and GLBR CVB needed a tool to increase traveler confidence by emphasizing the use of clean and safe hygiene practices of applicable properties. A tool like this would accomplish two things: it would show travelers that the residents who work at travel sector properties who have taken the pledge are putting traveler health and safety at the top of their priorities; it would display to our residents that we are encouraging travelers to make the health and safety of themselves and our residents a top priority. **Response:** The Go Great Safety Pledge was designed to inform visitors of properties that were taking extra steps to provide a clean and safe experience. In turn, it also provided a list of expectations that properties would apply to the traveler to maintain their high standard of health and safety. The pledge included the following: A listing on gogreat.com under the “Pledge Partner” category, materials delivered to locations to display their participation in the pledge program, and digital graphics for social media use. **Plan of Action:** The Saginaw County and GLBR CVB took steps to encourage hotel properties within the region to become pledge partners. This was done at first via email blasts, social media platforms, and then manually to our lodging partners through phone calls and personal visits. Our Travel Experts personally called each lodging facility to tell them about this free opportunity. Our organization then used its resources to provide the appropriate display materials for participation in the pledge program. **Release Date:** The program was initiated in early June 2020 and is still available for partners to take the pledge and be featured on our webpage. **Pure Michigan Safety Pledge:** When the Pure Michigan Safety Pledge became available, our organization promoted it as another way to display a property’s focus on health and safety. It was with an understanding of partnership that this pledge program was promoted hand-in-hand with our pledge program.

#### **Example Two: Facilitated housing for resident’s displaced because of the 2020 flood**

All hands-on deck worked to identify housing for residents impacted by the historic 2020 flood event. CVB staff worked with officials (both governmental and Red Cross) to assist in finding overnight transient housing facilities as well as the location of roll-a-way beds, cots and bedding that was used in emergency shelters.

#### **Example Three: Worked to obtain and share information regarding grants and funding programs**

CVB staff worked to communicate accurate and timely information regarding grants and funding programs available to travel sector businesses. Staff worked on advocacy efforts on behalf of the travel sector as well as 501 (c) 6 organizations to gain eligibility into programs. CVB staff also worked to submit a Federal Grant Application to the EDA for recovery planning efforts.

#### **2021 Goals include:**

**Example One:** Complete development of a strategic recovery plan, recovery communication strategy, tourism master plan and an experience development plan.

**Example Two:** Deploy the strategies identified within the aforementioned plans and invest in programming to drive overnight visitation throughout Saginaw County and help the travel sector survive.

**Example Three:** Advocate for the border between the U.S. and Canada to reopen thus restoring our opportunity to capture this important international visitor to our Region.

**SHERIFF: (Courts and Public Safety)**

**Contact Person: William Federspiel, Sheriff, 790-5456**

Administrative:

The Records Department remains open by appointment only for fingerprinting services, vehicle release forms, and police reports.

Following the Thanksgiving Break, the Records Department will be switching to four 10 hour shifts in order to provide longer weekends to the staff.

We have also begun decorating the lobby of the Saginaw County Sheriff's Office with Christmas decorations to bring holiday spirit to our office and the public.

Support:

The carcass pickup provided by the Support Division of the Sheriff's Office will continue its services until the first snowfall of the year.

The office will be hosting the 21<sup>st</sup> annual Shop with a Hero event, with COVID-19 modifications in place, to provide Christmas presents to low income families in Saginaw County.

Law Enforcement:

Detective Phil Halverson has been transferred from the Detectives Bureau to the U.S. Marshall Fugitive team.

We have scaled back but continue to assist with the Meals on Wheels program provided by the Commission on Aging for elderly Saginaw County residents.

In-person court services have resumed at the Dow Event center.

Jail:

The staff at the jail have been managing well despite the Corona Virus pandemic. Officers have stepped up amidst shortages to keep the jail functioning.

Among the inmates, the COVID numbers have remained low.

The Saginaw County Jail is still working with MDOC to start transfers of inmates to prison.