

**WAYS AND MEANS PERSONNEL/HUMAN SERVICES
COMMITTEE OF THE WHOLE
AGENDA**

TUESDAY, DECEMBER 10, 2024

4:00 PM

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CHANGES TO AGENDA**
- V. APPROVAL OF AGENDA**
- 31-35 VI. MINUTES (11/12/24)**
- VII. PUBLIC INPUT**
- VIII. PETITIONS AND COMMUNICATIONS**
 - A. (4:00 P.M.) Presentations:**
 - 1. Quarterly Report for Hey, Bay City! (Receive)**
 - 2. Bay County Information Systems Division Update (Receive)**
 - 1-4 B. Deputy Court Administrator - Public Guardian Contract with Catholic Family Services 2025-2027 (Seeking Board approval of Contract for the term January 1, 2025, through December 31, 2027; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)**
 - 5-6 C. Director, Department on Aging - WSGW Advertising Agreement for Department on Aging Olympics (Seeking Board approval of Advertising Agreement with WSGW News Radio for the 2025 DOA Summer and Winter Olympic Games; approval of required budget adjustments – proposed resolution attached)**
 - D. Environmental Affairs and Community Development**

7-9 1. Forest Sustainability Program Coordinator – (Seeking Board approval of Renewal Contract with Kinnucan Tree Experts & Landscape Company for the 2025 and 2026 treatment seasons; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

10-11 E. Recreation & Facilities Director - Fee Schedule Adjustment For Fitness Class and Pickleball Punch Cards (Seeking Board approval of proposed changes; approval of required budget adjustments – proposed resolution attached)

F. Health Officer

12-13 1. MDHHS Supplemental and Local Stabilization Funds (Seeking Board approval to accept the supplementary funding for "local stabilization efforts" from the Michigan Department of Health and Human Services for \$95,281; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

14-15 2. Marihuana Grant 2025 (Seeking authorization to apply for grant; authorization to Board Chair to execute grant application, grant award and all related documents; approval of required budget adjustments – proposed resolution attached)

G. Corporation Counsel

16-18 1. JustFOIA Renewal Agreement 2025-2026 (Seeking Board approval of Renewal Agreement with JustFOIA 2025-2026 with three (3) one-year renewal options, including the additional single sign-on package; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

19-21 2. MMRMA Renewal 2025 (Seeking Board approval of renewal of property and liability insurance for the period of 1/1/2025 through 12/31/2025 with Michigan Municipal Risk Management Authority and extends the right for MMRMA to provide a quote to Bay County for the next two (2) years; authorization for Member Representative to execute the Coverage Document and related renewal paperwork; approval of required budget adjustments – proposed resolution attached)

H. Personnel Director

22 1. USW Reclassification Recommendation (Receive)

23-24 2. Reclassification Requests (Seeking Board approval of recommended reclassifications (3) – proposed resolution attached)

I. Finance

- 25 1. Analysis of General Fund Equity 2024 (Receive)
- 26 2. Update Regarding Executive Directive #2007-11 (Receive)
- 27-29 3. Information Systems: Agreement with People Driven Technology for Microsoft Licenses (Seeking Board approval of Agreement; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)
- 30 J. Payables – General (Proposed resolution attached)

IX. REFERRALS

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

XII. CLOSED SESSION

- A. Corporation Counsel requests the board move into closed session pursuant to MCL 15.268(1)(C) for the Personnel Director to discuss strategy for negotiation of collective bargaining agreements.

XIII. MISCELLANEOUS

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT

PLEASE NOTE THE CHANGE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS. ATTENDING THE FULL BOARD MEETING IS UNNECESSARY IF THE REQUEST IS APPROVED UNANIMOUSLY AT THE COMMITTEE MEETING UNLESS OTHERWISE DIRECTED.

If any participants plan to be present via Zoom, please contact Nick Paige prior to the meeting (paigen@baycountymi.gov).

Join Zoom Meeting

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,*547697# US (Chicago)

+19292056099,,81694266170#,,,,*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator

Corporation Counsel

515 Center Avenue

Fourth Floor, Bay County Building

Bay City, MI 48708

989-895-4131



**BAY COUNTY PROBATE COURT
EIGHTEENTH JUDICIAL CIRCUIT COURT - FAMILY DIVISION**

1230 Washington Ave., Suite 715
Bay City, Michigan 48708-5737

JAN A. MINER
Judge of Probate & Juvenile Court

Estates Division (989) 895-4205
Juvenile Division (989) 895-4206
FAX (989) 895-4194
TDD (989) 895-2059

December 3, 2024

Heather Brady Pitcher
Assistant Corporation Counsel
515 Center Avenue, Suite 402
Bay City, MI 48708

Vaughn Beqick, Chair
Board of Commissioners
515 Center Avenue, Suite 405
Bay City, MI 48708

Corporation Counsel & Commissioner Fox:

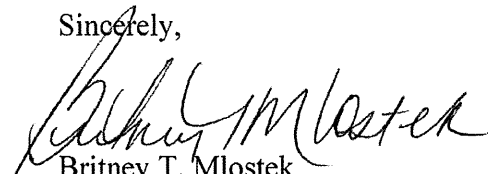
Attached please find the public guardian contract between Bay County and Catholic Family Service for the term of January 1, 2025, through December 31, 2027. This contract is the same as was proposed in previous years with the exception of an updated term of the contract and percentage increases to reflect the 5% that was agreed upon in years past.

Catholic Family Service has been the public guardian for Bay County since 1997. They have provided both guardianship and conservatorship services for the most vulnerable individuals in our community and currently serve over 200 persons. Their commitment to service has been exemplary and our county is lucky to have an organization that is dedicated to supporting those who need it most. Catholic Family has also assisted as the personal representative in many decedent estates where an individual deceased with assets remaining but no one to help honor their last wishes.

The level of service provided by Catholic Family Service is unmatched in most counties across the state. We ask that you please review and approve the attached contract and present it to the board for acceptance.

Attached you will also find a letter in support of this contract from Sister Gabrielle Mary Braccio, RSM, the Executive Director of Catholic Family Service.

Sincerely,



Britney T. Mlostek
Deputy Court Administrator

(Attachments)



Catholic Family Service

710 N Michigan Ave Saginaw MI 48602 P (989) 753.8446 F (989) 753.2582 W catholicfamilyservice.net

November 25, 2024

Bay County Probate Court
Attn: Honorable Jan A. Miner
1230 Washington Ave, Bay City MI 48708

Dear Judge Miner:

As you know, it is time to renew the three-year contract with Bay County for court appointed Guardian & Conservator Services with Catholic Family Service. Even though we are “not-for-profit” organization, in order to attract and retain qualified professionals to serve the Guardian & Conservator Program, we need to provide reasonable compensation and benefits to our employees. Given the significant increases in inflation and employee compensation, we are seeking an increase in our contract.

Catholic Family Service has served Bay County Court as Guardian & Conservator for several years. It takes several qualified personnel to handle the day-to-day requirements of caring for our wards.

For the past six years we have had the responsibility on average of 196 wards per year. We are on call for the wards 24 hours a day 7 days a week 365 days of the year. Our after-hours calls received averages 82 calls per month. When assigned a new ward, it takes about 6-8 weeks of man power to establish them in our system. Staff will drive upwards of 450 miles per month to meet the needs of the wards. Catholic Family Service is in need of adding more staff to help balance the time and effort needed to properly attend to our wards. We know this is important to the court.

Catholic Family Service is honored to be able to provide our services as Guardian & Conservator for Bay County Court. However, we have seen a large increase in operation expense due to inflation as well as the ability to pay a fair wage to the staff needed to properly support the Guardianship Program. We would like to hire an additional full time case worker.

When considering our contract renewal, we respectfully request an increase of compensation to enable us the means to hire additional personnel and offset the increased operating costs. Please see attached budget for years 2022 through 2025.

While we acknowledge an increase of the contract, such an initial increase would cover the proposed 2025 budget that includes additional staffing and the following 2 years increase at 5% each:

January 1, 2025 through December 31, 2025: \$359,533.86: Per month payment: \$29,961.16

January 1, 2026 through December 31, 2026: \$377,510.55: Per month payment: \$31,459.21

January 1, 2027 through December 31, 2027: \$396,386.08: Per month payment: \$33,032.17

Thank you for your consideration in this matter. If you wish to set up a meeting to discuss with myself and our legal counsel, please contact me at 989-753-8446.

Sincerely,

Sister Gabrielle Mary Braccio, RSM
Executive Director
Catholic Family Service

Budgeted Financial Statement for Period 9 - September 75.00%

Company#: 10 Name: Catholic Family Service

Fiscal Year Beginning 1/1/2024

Department Name: 136 Bay County - Guardianship

<u>Account #</u> <u>Description</u>	<u>2025</u> <u>Budget</u>	<u>2024</u> <u>Actual YTD</u> <u>9 MTHS</u>	<u>2023</u> <u>Actual YTD</u> <u>12 MTHS</u>	<u>2022</u> <u>Actual YTD</u> <u>12 MTHS</u>
Excess Income/-Expense				
Income				
Guardianship	\$359,533.86	\$182,576.97	\$236,346.00	\$229,463.00
Total Income	\$359,533.86	\$182,576.97	\$236,346.00	\$229,463.00
Expenses				
Salaries	\$222,808.00	\$156,839.21	\$152,183.42	\$138,451.07
FICA	\$13,814.10	\$9,724.03	\$9,435.37	\$8,583.97
Medicare	\$3,230.72	\$2,274.17	\$2,206.66	\$2,007.54
Benefits	\$49,986.12	\$31,903.50	\$30,646.90	\$8,276.00
Service Contracts	\$4,000.00	\$6,963.98	\$5,192.90	\$4,897.65
Professional & Technical	\$1,500.00	\$1,017.92	\$1,754.62	\$2,878.81
Mileage Reimbursement	\$4,200.00	\$3,246.65	\$2,495.78	\$2,569.18
Food Service	\$500.00	\$153.19	\$418.52	\$149.72
Goodwill	\$1,000.00	\$0.00	\$1,208.14	\$228.46
Postage	\$3,800.00	\$3,051.85	\$3,684.62	\$3,220.45
PLFP Insurance	\$5,589.32	\$4,878.36	\$4,983.06	\$3,330.24
Telephone/Internet	\$8,500.00	\$6,938.55	\$9,169.71	\$8,718.93
Utilities	\$4,500.00	\$3,491.57	\$3,758.82	\$3,119.15
Repairs & Maintenance	\$1,000.00	\$695.37	\$535.33	\$4,867.00
Printing	\$2,000.00	\$1,814.31	\$1,467.23	\$4,282.29
Office Supplies	\$2,500.00	\$1,862.15	\$3,656.26	\$5,912.98
Computer Subscriptions	\$5,000.00	\$1,966.15	\$3,185.49	\$2,765.56
Mortgage	\$8,177.67	\$5,830.84	\$4,401.23	\$0.00
Interest	\$6,456.47	\$5,144.77	\$4,135.36	\$0.00
Miscellaneous	\$500.00	\$30.00	\$15.00	\$232.90
Total Expenses	\$349,062.39	\$247,826.57	\$244,534.42	\$204,491.90
Total Excess Income/-Expense	\$10,471.47	(\$93,069.11)	(\$8,188.42)	\$24,971.10

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)

WHEREAS, The public guardian contract between Bay County and Catholic Family Services for the term of January 1, 2025, through December 31, 2027, has been submitted for approval; and

WHEREAS, This contract is the same as was proposed in previous years with the exception of an updated term of the contract and percentage increases to reflect the 5% that was agreed upon in years past; and

WHEREAS, Catholic Family Service has been the public guardian for Bay County since 1997 and has provided both guardianship and conservatorship services for the most vulnerable individuals in our community and currently serves over 200 persons; and

WHEREAS, Bay County is extremely fortunate to have an organization that is dedicated to supporting those who need it most, and their commitment to service has been exemplary; and

WHEREAS, Catholic Family has also assisted as the personal representative in many decedent estates where an individual deceased with assets remaining but no one to help honor their last wishes; and

WHEREAS, The level of service provided by Catholic Family Service is unmatched in most counties across the state and continuing this partnership with Catholic Family Services serves Bay County well; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Public Guardian Contract between Bay County (Probate Court) and Catholic Family Services for the term January 1, 2025, through December 31, 2027, and authorizes the Chairman of the Board to execute said Contract and related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Probate Court - Public Guardian Contract with Catholic Family Services 2025-2027

MOVED BY COMM. _____
SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___
VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
DEPARTMENT ON AGING**

James A. Barcia
County Executive

Beth Eurich, LBSW
Director
euriche@baycountymi.gov

Jessica Somerlott, LBSW
Senior Services Manager
somerlottj@baycountymi.gov

Patty Gomez
Programming Services Manager
gomezp@baycountymi.gov

Zach Brunett
Nutrition Services Manager
brunettz@baycountymi.gov

To: Tim Banaszak Committee of the Whole

From: Beth Eurich, Department on Aging Director 

Date: December 3, 2024

Cc: Jim Barcia, Amber Johnson, Tiffany Jerry

RE: Request to approve agreement between WSGW News Radio and Bay County Department on Aging for advertising for the 2025 Summer and Winter Olympics.

BACKGROUND:

Bay County Department on Aging is continuing its outreach to the Bay County's 60 years and better residents to generate increased numbers for the 2025 Summer and Winter Department on Aging Olympic Games.

FINANCE and ECONOMICS:

Cost of two ad campaigns, one in the spring and one in the fall is \$1400. Funds have been budgeted in Department on Aging's 2025 budget.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Department on Aging recommends that the Contract between WSGW News Radio and Bay County Department on Aging be approved, agreement signed by the Board Chair and any required budget adjustments be approved.

515 Center Avenue, Suite 202 Bay City, Michigan 48708

Tel: (989) 895-4100 Fax: (989) 895-4094

Email: divonaging@baycountymi.gov Website: www.baycountymi.gov/Aging/

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)

WHEREAS, Bay County Department on Aging continues its outreach to Bay County's 60-year-old and older residents to generate increased numbers for the 2025 Summer and Winter Department on Aging Olympic Games; and

WHEREAS, To help facilitate this, the Department on Aging Director wishes to advertise for the 2025 Summer and Winter Olympic games with WSGW News Radio; and

WHEREAS, The cost of two ad campaigns, one in the spring and one in the fall is \$1400. Funds have been budgeted in the Department on Aging's 2025 budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Advertising Agreement between Bay County (Department on Aging) and WSGW News Radio for the 2025 Department on Aging Summer and Winter Olympic Games and authorizes the Chairman of the Board to execute the Agreement and all related documents following Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Department on Aging – WSGW Advertising Agreement for DOA Olympics

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___
AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**BAY COUNTY FOREST
SUSTAINABILITY PROGRAM**

**JEREMY LOWELL, PROGRAM
COORDINATOR**

lowellj@baycountymi.gov

**CARTER ROGERS, ASST.
COORDINATOR**

rogersc@baycountymi.gov

515 Center Avenue, Suite 501
Bay City, Michigan 48708

Phone 989-895-4195
<https://www.baycountymi.gov/>



JAMES A. BARCIA
County Executive

LAURA OGAR, DIRECTOR
ogarl@baycountymi.gov

Community Initiatives
Forest Sustainability Program
Geographic Information Systems
Mosquito Control
Saginaw Bay Restoration
Transportation Planning

MEMORANDUM

DATE: December 10, 2024

TO: Commissioner Tim Banaszak, Chair
Committee of the Whole

FROM: Jeremy Lowell, Program Coordinator, Forest Sustainability Program
Environmental Affairs and Community Development Department

RE: **Renewal of Agreement for Purchase of Application to Protect Publicly Owned Ash Trees from Emerald Ash Borer in 2025 and 2026 with Kinnucan Tree Experts & Landscape Company**

Background: Ash trees make up a large portion of the public trees that line our streets and fill our local parks. The Bay County Forest Sustainability Program understands the value of trees and works to protect these trees from invasive species such as the Emerald Ash Borer (EAB). The EAB lays eggs on the bark of ash trees and the hatchlings bore into the tree bark. Once inside the bark layer of an ash tree, the EAB chews through the tree's water and nutrient-conducting tissues essentially starving the tree. As the tree begins to die the leafy canopy of the infested ash tree will begin to look thin, with symptoms progressing over time.

Since 2011, the annual treatment of ash trees on public lands throughout Bay County has protected nearly 3,000 ash trees from the devastating effects of the Emerald Ash Borer. The Forest Sustainability Program's ash tree inventory and assessment conducted each summer shows that trees included in our annual EAB treatment project continue to be healthy and provide value and many benefits to our community.

As of September 2024, the program's initial three-year contract term with Kinnucan Tree Experts and Landscape Company expired, and program staff will be seeking to enact the two-year renewal term built within the original contract to continue work with Kinnucan in the 2025 and 2026 treatment seasons.

Finance & Economics: No general funds required. The renewal contract will be under the quoted financial terms within the Price Quote Consideration Letter provided by Kinnucan Tree Experts for a price of \$4.15 per inch DBH (Diameter at Breast Height) in 2025, and a price of \$4.20 per inch DBH in 2026. Treatment costs will be covered by program millage funds. **Please see the attached Price Quote Consideration Letter from Kinnucan.**

Recommendation: That the Bay County Forest Sustainability Program be authorized to renew the current contract with Kinnucan Tree Experts and Landscape Company for the 2025 and 2026 treatment seasons under the prices quoted within the attached Price Quote Consideration Letter. Request authorization for the Chairman of the Board to sign all required documents needed to effectuate the contract including any needed budget adjustments following Finance and Legal review/approval.

cc: James Barcia, Laura Ogar, Amber Davis-Johnson, Frances Moore, Anna Sanchez-Wheeler, Tiffany Jerry, Kim Priessnitz, Jayson Hoppe



Excellence is our Standard

Kinnucan

28877 Nagel Court • Lake Bluff, Illinois 60044 • 847 234 5327 • Kinnucan.com

Mr. Jeremy Lowell
Bay County Forest Sustainability Program
515 Center Avenue, Suite 503
Bay City, MI 48708

October 21, 2024

Re: IFB 2021-08 Bay County Gypsy Moth Program/ Ash Borer Treatment

Mr. Jeremy Lowell,

Kinnucan would be interested in performing services for the final 2 (two) options years on the Bay County Gypsy Moth Program/ Ash Borer Treatment. Due to economic issues, Chemical cost and Labor prices have both increased expeditiously, we would appreciate your consideration to alter the rate to \$4.15 / price per inch DBH for project year 2025 and a rate of \$4.20 / price per inch DBH for project year 2026.

We have enjoyed working with you and hope to continue for many more years.

Sincerely,

Kris Bockhaut
President

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (12/10/24)
- WHEREAS,** Ash trees make up a large portion of the public trees that line Bay County’s streets and local parks; and
- WHEREAS,** The Bay County Forest Sustainability Program understands the value of trees and works to protect these trees from invasive species such as the Emerald Ash Borer (EAB); and
- WHEREAS,** Since 2011, the annual treatment of ash trees on public lands throughout Bay County has protected nearly 3,000 ash trees from the devastating effects of the Emerald Ash Borer; and
- WHEREAS,** The Forest Sustainability Program’s ash tree inventory and assessment conducted each summer shows that trees included in Bay County’s annual EAB treatment project continue to be healthy and provide value and many benefits to the community; and
- WHEREAS,** As of September 2024, the program’s initial three-year contract term with Kinnucan Tree Experts and Landscape Company expired, and program staff will be seeking to enact the two-year renewal term built within the original contract to continue work with Kinnucan in the 2025 and 2026 treatment seasons; and
- WHEREAS,** No general funds are required. The renewal contract will be under the quoted financial terms within the Price Quote Consideration Letter provided by Kinnucan Tree Experts for a price of \$4.15 per inch DBH (Diameter at Breast Height) in 2025, and a price of \$4.20 per inch DBH in 2026. Program millage funds will cover treatment costs; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the renewal contract with Kinnucan Tree Experts & Landscape Company for the 2025 and 2026 treatment seasons and authorizes the Chairman of the Board to execute all required documents needed to effectuate the contract on behalf of Bay County (Forest Sustainability Program) following Finance Department and Corporation Counsel review and approval; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Forest Sustainability – Agreement with Kinnucan Tree Experts & Landscape Company 2025-2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

RECREATION & FACILITIES



BAY COUNTY

CRISTEN GIGNAC, DIRECTOR
gignacc@baycounty.net

JAMES A. BARCIA
County Executive

Jon Morse, Buildings & Grounds Supervisor
morsej@baycounty.net

Tel: (989) 895-4132
Fax: (989) 895-2094

Brad Moses, Civic Arena Manager
mosesb@baycounty.net

Daniel Neering, Recreation Manager
neeringd@baycounty.net

Dan Tomczak, Pinconning Park Manager
tomczakd@baycounty.net

Beth Trahan, Recreation Coordinator
trahanb@baycounty.net

To: Tim Banaszak, Chairman of the Committee of the Whole
From: Cristen Gignac, Director of Recreation & Facilities
Date: November 21, 2024
Subject: Fee Schedule Change

Request: To gain approval from the Board to adjust fitness class and pickleball “punch card” fees at the Community Center.

Background: Bay County previously sold “punch cards” for Fitness Classes and Pickleball that were buy 10 sessions, get the 11th session free for \$50. These “punch cards” are electronic files that have a scan card attached to the customer’s profile. Each scan into the system removes one session from the “card”. As you may remember, our old recreation software used by the Community Center and Civic Arena was bought out by Daysmart Recreation. We discovered during the implementation process that Daysmart Recreation operates a bit differently. Now these punch cards need to be sold in a slightly different manner – where a discount is given to each class. Essentially to make the system work properly, we need to sell these “punch cards” where the customer would receive 10 sessions for \$45 (\$0.50 reduction per class – but also equates to buy 9, get the 10th free).

Economics: n/a

Recommendation: It is recommended that the Board authorize the change in fee schedule, effective immediately.

Cc: Jim Barcia, Finance, Community Center

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)
 WHEREAS, Bay County previously sold “punch cards” for Fitness Classes and Pickleball that were buy 10 sessions, get the 11th session free for \$50; and
 WHEREAS, These “punch cards” are electronic files that have a scan card attached to the customer’s profile. Each scan into the system removes one session from the “card”; and
 WHEREAS, The old recreation software used by the Bay County Community Center and Bay County Civic Arena was bought out by Daysmart Recreation, and it was discovered during the implementation process that Daysmart Recreation operates differently; and
 WHEREAS, Because of this discovery, these punch cards need to be sold in a slightly different manner, allowing for a discount to be given to each class; and
 WHEREAS, The customer would receive 10 sessions for \$45 (\$0.50 reduction per class – but also equates to buy 9, get the 10th free); Therefore, Be It
 RESOLVED The Bay County Board of Commissioners approves the proposed changes (outlined above) in the fee schedule, effective immediately.
 RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
 AND COMMITTEE

Recreation & Facilities/Community Center – Fee Schedule Adjustment For Fitness Class & Pickleball Punch Cards

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



1200 Washington Avenue Bay City, Michigan 48708
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049
www.baycounty-mi.gov/Health

James A. Barcia
Bay County Executive

Joel R. Strasz
Public Health Officer

TO: Tim Banaszak, Chair –Committee of the Whole
FROM: Joel R. Strasz, Health Officer
DATE: November 25, 2024
CC: James Barcia, Amber Davis-Johnson, Kim Priessnitz, Amy Yakich
RE: ACCEPTANCE AND DISTRIBUTION OF MDHHS SUPPLEMENTAL & LOCAL STABILIZATION FUNDS

BACKGROUND

The Bay County Health Department received a supplemental allocation for “local stabilization efforts” from the Michigan Department of Health and Human Services in the amount of \$95,281 to be used at the health department’s discretion for reimbursement of reasonable and allowable costs of required and allowable health services described in MCL 333.2475 not otherwise reimbursed.

FINANCIAL CONSIDERATIONS

The amount received from MDHHS is \$95,281 as noted above. There are no matching requirements from general funds to receive and utilize this funding.

RECOMMENDATION

The Health Department recommends the supplemental funds be accepted and approved and any agreements (if necessary) be signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this supplemental funding.

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)
 WHEREAS, The Bay County Health Department received a supplemental allocation for “local stabilization efforts” from the Michigan Department of Health and Human Services in the amount of \$95,281; and
 WHEREAS, This supplemental funding is to be used at the Bay County Health Department’s discretion for reimbursement of reasonable and allowable costs of required and allowable health services described in MCL 333.2475 not otherwise reimbursed; and
 WHEREAS, No match is required to receive this funding; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners accepts the supplementary funding for “local stabilization efforts” from the Michigan Department of Health and Human Services in the amount of \$95,281; Be It Further
 RESOLVED That the Chairman of the Board is authorized to execute any documentation required pertaining to this funding allocation contingent upon Corporation Counsel review and approval; Be It Finally
 RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
 AND COMMITTEE

Health Department – MDHHS Supplemental and Local Stabilization Funds

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



1200 Washington Avenue Bay City, Michigan 48708
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049
www.baycounty-mi.gov/Health

James A. Barcia
Bay County Executive

Joel R. Strasz
Public Health Officer

TO: Tim Banaszak, Chair –Committee of the Whole
FROM: Joel R. Strasz, Health Officer
DATE: November 25, 2024
CC: James Barcia, Amber Davis-Johnson, Kim Priessnitz, Melissa Opheim, Amy Yakich
RE: AUTHORIZATION TO APPLY FOR AND ENTER INTO AGREEMENT TO CANNABIS REGULATORY AGENCY FOR 2025 MARIJUANA OPERATION AND OVERSIGHT GRANT

BACKGROUND:

Today, the Bay County Health Department was notified that it is eligible for and will be awarded grant funds from the Michigan Department of Licensing and Regulatory Affairs (LARA) to provide for education and outreach programs relating to the Michigan medical marijuana program pursuant to section 6(l) of the Michigan medical marijuana act, 2008 IL 1, MCL 333.26426 and section 14 of the Michigan Regulation and Taxation of Marijuana Act, 2018 IL 1, MCL 333.27946. Grants provided under this section must not be used for law enforcement purposes. Grant resources will be used to provide education and outreach to individuals, organizations, schools, and community providers regarding public health, legal, and safety aspects of marijuana usage.

FINANCE AND ECONOMICS:

The total of the grant is \$ \$59,359. There are no financial considerations, as all costs associated with the activities are included in the grant funding and require no match.

RECOMMENDATION:

The Health Department recommends authorization to apply for the grant, and upon favorable review by Corporation Counsel, it further recommends approval for signature of the Board Chair to this agreement and all subsequent amendments, as well as any necessary budget adjustments related to the execution of the proposed agreement.

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)

WHEREAS, The Bay County Health Department was notified of a grant opportunity from the Michigan Department of Licensing and Regulatory Affairs (LARA); and

WHEREAS, The grant provides funding to counties for education and outreach programs relating to the Michigan Medical Marihuana Program; and

WHEREAS, Grant resources would be used to provide education and outreach to individuals, organizations, schools, and community providers regarding public health, legal, and safety aspects of marijuana usage; and

WHEREAS, The total of the grant award is \$59,359. There are no financial considerations as all costs associated with the activities are included in the grant funding and require no match; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Health Department to apply for grant funding to the Michigan Department of Licensing and Regulatory Affairs (LARA) Medical Marihuana Operation and Oversight Grant to establish education and outreach efforts; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute grant application, grant award and all related documents on behalf of Bay County following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR AND COMMITTEE

Health Dept - Marihuana Grant 2025

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

DEPARTMENT OF CORPORATION COUNSEL



JAMES A. BARCIA
County Executive

Amber Davis-Johnson
Corporation Counsel
johnsona@baycountymi.gov

Jayson Hoppe
Administrative Supervisor & FOIA Coordinator
hoppej@baycountymi.gov

Heather Brady Pitcher
Assistant Corporation Counsel
pitcherh@baycountymi.gov

Tel: (989) 895-4131
Fax: (989) 895-2094

Nicole LaDouce
Risk Management & FOIA Facilitator
ladoucen@baycountymi.gov

TO: Tim Banaszak, Chair, Committee of the Whole

FROM: Jayson Hoppe, FOIA Coordinator

DATE: November 26, 2024

RE: JustFOIA Software Agreement Renewal & Single Sign-On Addendum

REQUEST:

To receive approval to extend our contract with JustFOIA software for 2025-2026, with the option for three additional one-year renewals. Additionally, the department requests to enhance our subscription by adding a single sign-on package. This upgrade will increase security, enable IT to quickly remove user access, reduce support issues related to authentication, and eliminate the need for staff to remember extra passwords.

BACKGROUND:

Since January 2020, the Bay County Department of Corporation Counsel absorbed all FOIA responsibilities, including reviewing, coordinating, and responding to Bay County's Freedom of Information Act (FOIA) requests for over 35 different County departments. The County handles approximately 1,000 requests annually, and this number is expected to increase based on current trends. Since assuming FOIA duties, the Department of Corporation Counsel has simplified and streamlined the records request process for both County departments and the public.

Following discussions with the Information Systems Division and approval by the Board of Commissioners, the Department of Corporation Counsel contracted with JustFOIA, a dedicated records request management software, to ensure Bay County's compliance with FOIA laws. The JustFOIA software streamlines the records request process from intake to delivery, automating repetitive tasks, sending reminders, and facilitating communication with requesters and county-wide staff. The software also provides real-time tracking, analytics, and an integrated redaction feature to securely handle sensitive data exempt under FOIA.

Using the JustFOIA request software, our department has enabled Bay County citizens to submit requests, communicate, pay fees, and download responsive records via a secure online portal. FOIA often requires us to provide sensitive data, documents, large file types (such as bodycam video recordings, 911 recordings, and photographs), and reports to other agencies and requesters, and this is

BAY COUNTY DEPARTMENT OF CORPORATION COUNSEL

2 | Page

all managed securely through JustFOIA's platform. In addition, the County has also started using JustFOIA to respond to and provide documents to Subpoena requests.

FINANCE:

The 2025-2026 annual cost for a software license with unlimited user roles and the Single Sign-On Integration is \$10,232.39. In addition, there is a one-time configuration fee of \$750.00. All funds are allocated in the 2025 Department of Corporation Counsel budget and no additional funds are required.

RECOMMENDATION:

Authorize the county to enter into a renewal agreement with JustFOIA for 2025-2026 with three one-year renewal options including the additional single sign-on package. Authorize the approval of any budget adjustments and authorize the Board Chair to sign any and all necessary documents after approval as to form by Corporation Counsel.

cc: Jim Barcia, County Executive
Julie O'Malley, Information Systems Manager

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)

WHEREAS, Since January 2020, the Bay County Department of Corporation Counsel absorbed all FOIA responsibilities, including reviewing, coordinating, and responding to Bay County's Freedom of Information Act (FOIA) requests for over 35 different County departments; and

WHEREAS, Bay County handles approximately 1,000 requests annually, which is expected to increase based on current trends. Since assuming FOIA duties, the Department of Corporation Counsel has simplified and streamlined the records request process for both County departments and the public; and

WHEREAS, Following discussions with the Information Systems Division and approval by the Board of Commissioners, the Department of Corporation Counsel contracted with JustFOIA, a dedicated records request management software, to ensure Bay County's compliance with FOIA laws; and

WHEREAS, The JustFOIA software streamlines the records request process from intake to delivery, automating repetitive tasks, sending reminders, and facilitating communication with requesters and county-wide staff. The software also provides real-time tracking, analytics, and an integrated redaction feature to handle sensitive data exempt under FOIA securely; and

WHEREAS, Using JustFOIA request software, Corporation Counsel will provide Bay County citizens the ability to submit requests, communicate, pay fees, and download responsive records via a secure online portal. FOIA often requires facilitators to provide sensitive data, documents, large file types (such as bodycam video recordings, 911 recordings, and photographs), and reports to other agencies and requesters, and this is all managed securely through JustFOIA's platform. In addition, the County has also started using JustFOIA to respond to and provide documents to Subpoena requests; and

WHEREAS, The 2025-2026 annual cost for a software license with unlimited user roles and the Single Sign-On Integration is \$10,232.39. In addition, there is a one-time configuration fee of \$750.00. All funds are allocated in the 2025 Department of Corporation Counsel Budget and no additional funds are required; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the renewal Agreement with JustFOIA for 2025-2026 with three (3) one-year renewal options, including the additional single sign-on package, and authorize the Chairman of the Board to sign any and all necessary documents after Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Corporation Counsel – JustFOIA Renewal Agreement 2025-2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**DEPARTMENT OF
CORPORATION COUNSEL**



JAMES A. BARCIA
County Executive

Amber Davis-Johnson
Corporation Counsel
johnsona@baycountymi.gov

Jayson Hoppe
Administrative Supervisor & FOIA Coordinator
hoppej@baycountymi.gov

Heather Brady Pitcher
Assistant Corporation Counsel
pitcherh@baycountymi.gov

Tel: (989) 895-4131
Fax: (989) 895-2094

Nicole LaDouce
Risk Management & FOIA Facilitator
ladoucen@baycountymi.gov

TO: Tim Banaszak, Chair, Committee of the Whole

FROM: Amber Davis-Johnson, Corporation Counsel and MMRMA Member Representative

DATE: November 26, 2024

RE: Renewal of Property and Liability Insurance with MMRMA – 2025

REQUEST:

To seek Board approval to renew property and liability insurance with MMRMA for 2025 and authorize the necessary paperwork and budget adjustments. The premium for 2025 is \$689,208, reflecting a 5% increase from 2024. This increase is largely due to the rise in the number of County vehicles covered, higher repair costs, and increased law enforcement liability, in line with current market trends. Additionally, MMRMA will award Bay County a Net Asset Distribution of \$432,082 for 2025.

BACKGROUND:

For many years, Bay County has received property and liability insurance and risk management services through its membership in the Michigan Municipal Risk Management Authority (MMRMA). Bay County administration and various departments have been very satisfied with the coverage and services provided by MMRMA.

Bay County has also benefited from numerous grants through MMRMA's Risk Avoidance Program (RAP) and is eligible for awards through the Certification and Accreditation Program (CAP). Since 2004, Bay County has received \$104,037 in grant funding from MMRMA.

FINANCIAL IMPACT:

Renewal exposure application materials were completed by Corporation Counsel and Risk Management employees and submitted to MMRMA for evaluation and computation of Bay County's premium for 2024. Bay County's claim and loss history, along with proactive risk management measures, have kept the 2025 increase relatively low. The figure for 2025 reflects an approximate 5% increase from 2024 (\$656,736) for a total of \$689,208, which includes the requested contribution to the County's loss fund deposit of \$50,000. This increase is primarily due to the rise in the number of County fleet vehicles, now totaling 145, and increased law enforcement liability exposure due to additional staffing at the Sheriff's Office. Additionally, there are several open incidents against the County, not determined to be due to any fault or wrongdoing by the County, but rather reflecting open incidents reported to the risk carrier.

BAY COUNTY DEPARTMENT OF CORPORATION COUNSEL

2 | Page

I am extremely pleased to report to the Board that for 2025, MMRMA will award Bay County a Net Asset Distribution (NAD) of \$432,082, the second-highest amount received since 2006. This amount represents roughly 70% of our 2024 contribution for coverage. The award is based on our investment income, member longevity, proactive risk management measures, and loss history. Since 2006, Bay County has received \$4,221,992 in NAD disbursements from MMRMA.

RECOMMENDATION:

It is requested that the Board approve the renewal of property and liability insurance for the period of 1/1/2025 through 12/31/2025 with MMRMA and extend the right to MMRMA to provide a quote to Bay County for the next two (2) years. It is further requested that the Board authorize the Member Representative, Amber Davis-Johnson, to execute the Coverage Document and related renewal paperwork following review by Corporation Counsel and that this board approve any necessary budget adjustments.

cc: Jim Barcia, County Executive
Finance Department

DECEMBER 17, 2024

RESOLUTION

- BY: COMMITTEE OF THE WHOLE (12/10/24)
- WHEREAS, Property and liability insurance and risk management services have been provided through Bay County’s membership in the Michigan Municipal Risk Management Authority (MMRMA) for several years; and
- WHEREAS, Bay County administration and other departments in Bay County’s government have been very satisfied with the coverage and services provided by MMRMA; and
- WHEREAS, Bay County has been the recipient of many beneficial grants through the Risk Avoidance Program (RAP) Grant program sponsored by MMRMA - since 2004 Bay County has received \$104,037 in grant funding from MMRMA; and
- WHEREAS, Renewal exposure application materials were completed by Corporation Counsel and Risk Management employees and submitted to MMRMA for evaluation and computation of Bay County’s premium for 2024; and
- WHEREAS, Bay County’s claim and loss history and proactive risk management measures have kept the 2025 increase relatively low and the figure for 2025 reflects an approximate 5% increase from 2024 (\$656,736) for a total of \$689,208, which includes the requested contribution to the County’s loss fund deposit of \$50,000; and
- WHEREAS, This increase is primarily due to the rise in the number of County fleet vehicles, now totaling 145, and increased law enforcement liability exposure due to additional staffing at the Sheriff’s Office. Additionally, there are several open incidents against the County, not determined to be due to any fault or wrongdoing by the County but rather reflecting open incidents reported to the risk carrier; and
- WHEREAS, For 2025, MMRMA will award Bay County a Net Asset Distribution (NAD) of \$432,082, the second-highest amount received since 2006. This amount represents roughly 70% of our 2024 contribution for coverage. The award is based on our investment income, member longevity, proactive risk management measures, and loss history; and
- WHEREAS, Since 2006, Bay County has received \$4,221,992 in NAD disbursements from MMRMA; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves renewal of property and liability insurance for the period of January 1, 2025, through December 31, 2025, with Michigan Municipal Risk Management Authority and extends the right for MMRMA to provide a quote to Bay County for the next two (2) years; Be It Further
- RESOLVED That the Bay County Board of Commissioners authorize the Member Representative, Amber Davis-Johnson, to execute the Coverage Document and related renewal paperwork following review by Corporation Counsel; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Corporation Counsel – MMRMA Renewal 2025

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
PERSONNEL & EMPLOYEE RELATIONS**

James A. Barcia
County Executive

Tiffany Jerry
Director
jerryt@baycounty.net

TO: TIM BANASZAK, COMMITTEE OF THE WHOLE
FROM: TIFFANY JERRY, DIRECTOR OF PERSONNEL & EMPLOYEE RELATIONS
DATE: NOVEMBER 25, 2024
RE: RECLASSIFICATION REQUESTS - USW

Request:

Receive reclassification recommendation.

Background:

The USW collective bargaining agreement provides an opportunity for the union to present reclassification requests on behalf of the membership should the employee make a request for consideration. If the position qualifies under the criteria of the collective bargaining agreement and the Bay County compensation program, the recommendations are received by the full board. Reclassifications are effective January 1 of the following year.

Finance/Economics:

Reclassifications that are recommended are as follows:

Department on Aging Cooks both full time and part time (multiple) TU(S)04 to TU(S)05
Public Defender, Legal Secretary to Lead Legal Secretary TU07 to TU08
Criminal Defense, Legal Secretary to Lead Legal Secretary TU07 to TU08
Veterans Service Officer TU06 to TU07

Estimated impact based on 2080 (FT)/1560 (PT) hours and percentage-based fringe benefits is approx. \$39,000 per year. Various funding methods apply including but not limited to millages and grants.

Recommendation:

Please refer to full board for receipt of the recommended reclassifications as provided for in the collective bargaining agreements and any necessary 2025 budget adjustments.

Cc: Jim Barcia



**BAY COUNTY
PERSONNEL & EMPLOYEE RELATIONS**

James A. Barcia
County Executive

Tiffany Jerry
Director
jerryt@baycounty.net

TO: TIM BANASZAK, COMMITTEE OF THE WHOLE
FROM: TIFFANY JERRY, DIRECTOR OF PERSONNEL & EMPLOYEE RELATIONS
DATE: NOVEMBER 25, 2024
RE: RECLASSIFICATION REQUESTS - BCAMPS

Request:

Approve reclassification recommendation.

Background:

The BCAMPS collective bargaining agreement provides an opportunity for the union to present reclassification requests on behalf of the membership should the employee make a request for consideration. If the position qualifies under the criteria of the collective bargaining agreement and the Bay County compensation program, the recommendations are considered by the board. Upon approval, reclassifications are effective January 1 of the following year.

Finance/Economics:

The following reclassifications are recommended:

Forest Sustainability Assistant PB04 to PB05
Social Worker/MIHP Coordinator PB07 to PB08
Environmental Health Manager MB11 to MB12

Wages plus percentage-based fringes will have a financial impact of approximately \$19,000 annually. Various funding methods apply including but not limited to millage funds, grant funds and general funds.

Recommendation:

Please refer to full board for approval of the recommended reclassifications as provided for in the collective bargaining agreements and budget adjustments to the 2025 budget as needed.

Cc: Jim Barcia

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/10/24)
WHEREAS, The BCAMPS collective bargaining agreement provides an opportunity for the union to present reclassification requests on behalf of the membership should the employee make a request for consideration; and
WHEREAS, If the position qualifies under the criteria of the collective bargaining agreement and the Bay County compensation program, the recommendations are considered by the board; and
WHEREAS, Upon approval, reclassifications are effective January 1 of the following year; and
WHEREAS, The following reclassifications are recommended:

1. Forest Sustainability Assistant PB04 to PB05
2. Social Worker/MIHP Coordinator PB07 to PB08
3. Environmental Health Manager MB11 to MB12

WHEREAS, Wages plus percentage-based fringes will have a financial impact of approximately \$19,000 annually. Various funding methods apply, including but not limited to millage funds, grant funds and general funds; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners approves the recommended reclassifications (referenced above) as provided for in the collective bargaining agreements; Be It Further
RESOLVED That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
 AND COMMITTEE

Personnel - BCAMPS Reclassification (Forest Sustainability Assistant; Social Worker/MIHP Coordinator; Environmental Health)

MOVED BY COMM. _____
 SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:
 ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___
 VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___
 AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

Description	Journal Number	2024 Fund Balance
Unassigned Fund Balance or (Deficit) 12/31/2023		\$9,903,861
Previous years Assigned Fund Balance for P.O.'s*		\$1,824,885
Assigned Fund Balance for designation to balance 2024 budget		\$2,723,731
Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2023		<u>\$14,452,477</u>
2024 Budgeted Surplus/(Deficit)		<u>(\$2,723,731)</u>

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH NOVEMBER 2024

Increase 2024 budget for MSU Extension 2024 Budget. BOC approved per Resolution 2023-228	24-01-238	-124,238
Increase 2024 budget for MMRMA risk management insurance 7.1% increase. BOC approved this B.A. per Resolution 2023-237	24-01-235	-46,736
Decrease use of G.F. balance due to duplicate entry of one position in the Sheriff budget. BOC approves of this correction of a budget per Resolution 2023-241	24-01-237	105,893
Budget for LeadsOnLine software for the Sheriff Dept. BOC approved this B.A. per Resolution 2023-185	24-01-472	-4,000
Budget for a 2023 P.O. rolled over for the Sheriff Dept. for a vehicle that the vendor never provided. BOC approved B.A. per Resolution 2023-241	24-01-547	-47,524
Budget for an increase due to new vehicle purchase prices increasing. BOC approved this B.A. per Resolution #2024-13	24-02-294	-14,500
Increased Juvenile Home budget for purchase of laundry equipment. BOC approved this B.A. per Resolution #2024-23	24-03-032	-6,000
Budget for a 2023 P.O. rolled over for the elevator replacement project. BOC approved this B.A. per Resolution #2024-22	24-03-033	-26,000
Budget for a 2023 P.O. rolled over for the elevator replacement project. BOC approved this B.A. for this project by Resolution #2024-02*	24-03-218	-978,000
Correct the budget for Transportation asset management grant. BOC approved this B.A. by Resolution 2023-156	24-03-412	18,008
Correct the 2024 Civic Arena budget by removing a budgeted expense not needed. BOC approved this B.A. by Resolution 2023-241	24-03-116	2,500
Increase ISD 2024 budget for the additional cost to implement the lease tracking software. BOC approved of this B.A. per Resolution 2024-41	24-03-409	-2,500
Increase the budget for the price increase for Delta College fitness agreement. BOC approved this B.A. by Resolution 2023-188	24-03-411	-40
Budget for temporary help for the Treasurer's Office. BOC approved this B.A. per Resolution 2024-28	24-04-284	-6,000
Budget for open 2023 P.O.'s rolled over into the year 2024. BOC approved per Resolution 2023-241*	24-04-368	-926,506
To roll over the remaining \$6,899 revenue from 5-26-23 sale of a boat to purchase a trailer for a marine boat. BOC approved per Resolution 2023-241	24-05-369	-6,899
Increase 2024 Sheriff Marine Patrol & Dive Team budget to ensure 24-7 emergency coverage purchase equipment. BOC approved per Resolution 2024-98	24-06-286	-30,000
Correct Child Care Fund budget record additional grant revenue. BOC approved per Resolution 2024-126	24-09-049	43,750
Increase Civic Arena and Community Center 2024 budget for purchase of Daysmart software and credit card machines. BOC approved per Resolution 2024-79	24-10-182	-8,000

NOVEMBER 21, 2024

Estimated Unassigned Fund Balance or (Deficit) 11/21/2024

-2,056,792
<u>\$9,671,954</u>



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Shawna S. Walraven
Finance Officer
walravens@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Frances A. Moore
Purchasing
moorefa@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

TO: Tim Banaszak, Chairperson
Committee of the Whole

FROM: Tiffany Jerry, Interim Finance Officer

DATE: November 26, 2024

RE: Executive Directive #2007-011

REQUEST:

Please place this memo on the December 3, 2024, Committee of the Whole Agenda for your committee's information.

BACKGROUND:

On November 12, 2024, an email was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

ECONOMICS:

As of the date of this communication, the following are the updates to the previous correspondence:

- A. The federal/state grantor agencies that have responded to department's requests indicate that funding levels for the federal/state grants with regard to fiscal year 2024 and/or 2025 appear to have no changes.

RECOMMENDATION:

To receive.

cc: Jim Barcia, County Executive
Kim Priessnitz, Assistant Finance Officer



**BAY COUNTY
FINANCE/INFORMATION SYSTEMS**

James A. Barcia
County Executive


Shawna Walraven
Finance Officer
walravens@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Frances A. Moore
Purchasing/Housing Rehab
mooref@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
coppensj@baycountymi.gov

TO: Tim Banaszak, Chairperson
Committee of the Whole

FROM: Julie O'Malley 
Information Systems Manager

RE: People Driven Microsoft Licensing

DATE: November 25, 2024

REQUEST:

After review by Corporation Counsel authorize the Board Chair to sign any documents with People Driven regarding Microsoft licensing.

BACKGROUND:

In 2021 Bay County engaged with People Driven, formally, Access Interactive, to purchase and move the County to a Microsoft 365 tenant. As part of the project, People Driven became our Microsoft license reseller. For Bay County to continue to use a Microsoft tenant, licenses are required to be purchased on a monthly or annual basis. The County uses the yearly license model and licenses renew every January. This request is to renew our licenses and continue to use People Driven as our Microsoft reseller. The cost of the Microsoft 365 renewal for the 2025 term (January 7, 2025, to January 7, 2026) is \$115,680. In compliance with Bay County's Purchasing Policy's bidding requirements, I have requested that the Purchasing Department issue a sole source letter setting forth that People Driven is a sole source vendor of this product.

ECONOMICS:

Funds exist within the 2025 budget and a sole source letter will be used to meet the Purchasing policy as such there is a bank of hours previously purchased with People Driven in 2021. The following Microsoft licensing items are part of the 2025 budget: Microsoft Defender (replace Carbon Black), Microsoft Intune and Office 365 licenses. The budgeted funds are approximately \$213,000.

RECOMMENDATION:

Authorize the Board Chairman to sign any and all documents related Microsoft Licensing and People Driven.

cc: James A. Barcia Tiffany Jerry Kim Priessnitz Amber Davis-Johnson

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (12/10/24)
- WHEREAS,** In 2021, Bay County engaged with People Driven, formally, Access Interactive, to purchase and move Bay County to a Microsoft 365 tenant; and
- WHEREAS,** As part of the project, People Driven became Bay County’s Microsoft license reseller and to continue using a Microsoft tenant, licenses must be purchased on a monthly or annual basis; and
- WHEREAS,** Bay County uses the yearly license model, and licenses are renewed every January. It is requested is to renew licenses and continue to use People Driven as the Microsoft reseller; and
- WHEREAS,** The cost of the Microsoft 365 renewal for the 2025 term (January 7, 2025, to January 7, 2026) is \$115,680; and
- WHEREAS,** In compliance with Bay County's Purchasing Policy's bidding requirements, the Information Systems Manager requests that the Purchasing Department issue a sole source letter setting forth that People Driven is a sole source vendor of this product; and
- WHEREAS,** Funds exist within the 2025 Bay County Budget and a sole source letter will be used to meet the purchasing policy as there is a bank of hours previously purchased with People Driven in 2021; and
- WHEREAS,** The following Microsoft licensing items are part of the 2025 budget: Microsoft Defender (replace Carbon Black), Microsoft Intune and Office 365 licenses. The budgeted funds are approximately \$213,000; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the Agreement between Bay County (Information Systems) and People Driven Technology for Microsoft Licensing and authorizes the Chairman of the Board to execute any documents related to this Agreement following Corporation Counsel review and approval; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

TIM BANASZAK, CHAIR
AND COMMITTEE

Finance/Information Systems – Agreement with People Driven Technology for Microsoft Licenses

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2024

RESOLUTION

BY: COMMITTEE OF THE WHOLE (12/3/24)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

11/13/2024	\$501,199.65
11/20/2024	\$335,881.13
11/26/2024	\$75,583.84
12/5/2024	\$743,830.31

TIM BANASZAK, CHAIR
AND COMMITTEE

Payables

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				COLLEEN M. MAILLETTE				JAYME A. JOHNSON			
TIM BANASZAK				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**COMMITTEE OF THE WHOLE
MINUTES**

MEETING OF THE BAY COUNTY COMMITTEE OF THE WHOLE HELD ON TUESDAY, NOVEMBER 12, 2024, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR BANASZAK AT 4:00 P.M.

MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
TIM BANASZAK, CHAIR	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KAYSEY L. RADTKE, V. CHAIR	p	Y	Y	M/Y	Y	Y	Y	Y	Y	Y	Y	M/Y	Y
KATHY NIEMIEC	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
COLLEEN MAILLETTE	P	S/Y	M/Y	Y	S/Y	Y	M/Y	M/Y	M/Y	Y	M/Y	Y	M/Y
THOMAS M. HEREK	P	Y	S/Y	Y	Y	Y	Y	S/Y	S/Y	Y	S/Y	Y	Y
JAYME A. JOHNSON	P	M/Y	Y	S/Y	Y	S/Y	Y	Y	Y	S/Y	Y	S/Y	S/Y
VAUGHN J. BEGICK, EX OFFICIO	P	Y	Y	Y	M/Y	M/Y	S/Y	Y	Y	M/Y	Y	Y	Y

MOTION NO.

COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
TIM BANASZAK, CHAIR		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KAYSEY L. RADTKE, V. CHAIR		Y	Y	Y	Y	Y	S/Y	M/Y	S/Y	Y	M/Y	Y	Y
KATHY NIEMIEC		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
COLLEEN MAILLETTE		S/Y	M/Y	M/Y	M/Y	S/Y	M/Y	Y	Y	M/Y	Y	Y	M/Y
THOMAS M. HEREK		M/Y	S/Y	Y	S/Y	M/Y	Y	Y	M/Y	S/Y	S/Y	M/Y	Y
JAYME A. JOHNSON		Y	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	S/Y	S/Y
VAUGHN J. BEGICK, EX OFFICIO		Y	Y	S/Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

MOTION NO.

COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
TIM BANASZAK, CHAIR		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KAYSEY L. RADTKE, V. CHAIR		M/Y	Y	Y	Y	S/Y	Y	Y	Y	Y	S/Y	Y	Y
KATHY NIEMIEC		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
COLLEEN MAILLETTE		Y	Y	M/Y	Y	M/Y	Y	M/Y	S/Y	S/Y	Y	M/Y	S/Y
THOMAS M. HEREK		S/Y	M/Y	S/Y	M/Y	Y	S/Y	Y	M/Y	Y	M/Y	S/Y	M/Y
JAYME A. JOHNSON		Y	S/Y	Y	S/Y	Y	M/Y	S/Y	Y	M/Y	Y	Y	Y
VAUGHN J. BEGICK, EX OFFICIO		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

MOTION NO.

COMMISSIONERS PRESENT:	37	38	39	40								
TIM BANASZAK, CHAIR	Y	Y	N	Y								
KAYSEY L. RADTKE, V. CHAIR	Y	M/Y	Y	Y								
KATHY NIEMIEC	Y	Y	N	Y								
COLLEEN MAILLETTE	M/Y	Y	Y	M/Y								
THOMAS M. HEREK	S/Y	S/Y	S/Y	S/Y								
JAYME A. JOHNSON	Y	Y	M/Y	Y								
VAUGHN J. BEGICK, EX OFFICIO	Y	Y	N	Y								

OTHERS PRESENT: A. Davis-Johnson, J. Barcia, M. Beaver, C. Gignac, N. Paige, K.Priessnitz, L.Arsenault, W.Prince, J. Strasz, P.Niemiec, F.Moore, T.Cunningham, J.Crete, M.Basket, R.Brandt, K.Mead, J.Raynk, B.Eurich, K.Bengel

ZOOM:

M- MOVED; S-SUPPORTED; Y-YEA; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

**COMMITTEE OF THE WHOLE
MINUTES
TUESDAY, NOVEMBER 12, 2024
PAGE 3**

MOTION NO.

NOTE: In addition to these typed minutes, which provide an overview of the meeting and are not verbatim, this Committee meeting was also videotaped, and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website www.baycountymi.gov/executive/videos.

Under Changes to the Agenda, Commissioner Johnson motioned to modify the agenda to add the motion to post the three vacancies immediately for the Bay County Building Authority, consisting of one (1) unexpired, six (6) year term that expires on 11/30/2027 and two (2) six (6) year terms that expire on 11/30/2030 and fill these vacancies at the December 17, 2024, Full Board Meeting. After discussion amongst the Commissioners, It was

1. **MOVED, SUPPORTED AND CARRIED TO MODIFY THE NOVEMBER 12, 2024, COMMITTEE OF THE WHOLE AGENDA AS AMENDED ABOVE.**
2. **MOVED, SUPPORTED AND CARRIED TO APPROVE THE NOVEMBER 12, 2024, COMMITTEE OF THE WHOLE AGENDA AS AMENDED.**
3. **MOVED, SUPPORTED AND CARRIED TO APPROVE THE SEPTEMBER 10, 2024, AND OCTOBER 1, 2024, COMMITTEE OF THE WHOLE MINUTES AS PRINTED.**

Public input was called, but no one wished to address the Committee.

4. **MOVED, SUPPORTED AND CARRIED TO MOVE OUT OF REGULAR ORDER OF BUSINESS TO CONDUCT PUBLIC HEARING RE: PROPOSED 2025 BAY COUNTY BUDGET.**
5. **MOVED, SUPPORTED AND CARRIED TO GO BACK TO REGULAR ORDER OF BUSINESS.**

The Board of Commissioners 2025 budget was considered. Changes outlined in the 2025 General Appropriation Budget Act Resolution were discussed, including the Board of Commissioners as Elected Officials who shall receive a pay increase equal to the approved increase offered to the United Steel Workers of America (U.S.W.A.) Full-Time Bargaining Unit. It was,

6. **MOVED, SUPPORTED, AND CARRIED TO REFER THE 2025 BAY COUNTY BUDGET FOR ADOPTION AT THE FULL BOARD MEETING ON NOVEMBER 19, 2024 (BOARD OF COMMISSIONERS).**
7. **MOVED, SUPPORTED AND CARRIED TO RECEIVE REVISED APPORTIONMENT REPORT WITH BAY COUNTY POOL MILLAGE & COUNTY MOSQUITO CONTROL MILLAGE (EQUALIZATION).**
8. **MOVED, SUPPORTED AND CARRIED TO RECEIVE REVISED L-4029 WITH BAY COUNTY POOL MILLAGE & COUNTY MOSQUITO CONTROL MILLAGE (EQUALIZATION).**
9. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: JAG APPLICATION FTY 2024-2025 (SHERIFF).**
10. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: ROAD PATROL TOWNSHIP CONTRACTS FTY-2025 (SHERIFF).**

11. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: LATERAL TRANSFER RECOMMENDATION FOR ROAD PATROL DEPUTY (SHERIFF).**
12. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: REORGANIZATION OF BAY COUNTY COMMUNITY CORRECTIONS TO BAY COUNTY COURTS (SHERIFF).**
13. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: UNITED WAY OF BAY COUNTY, SPARK HOPE FOR THE HOLIDAY'S PROGRAM (REGISTER OF DEEDS).**
14. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2025 REMONUMENTATION (REMONUMENTATION).**
15. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) AGREEMENT FY 2024 (EMERGENCY MANAGEMENT).**
16. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: APPOINTMENT OF MR. JAMES A. PERRY AS ATTORNEY MAGISTRATE FOR THE 74TH DISTRICT COURT (COURTS).**
17. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2024-2025 GRANT AWARDS (COURTS).**
18. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PREMIUM PAY FOR DIRECT CARE WORKERS FUNDING 2025 (DEPARTMENT ON AGING).**
19. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: REGION VII PURCHASE OF SERVICE AGREEMENT 2024-2025 (DEPARTMENT ON AGING).**
20. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: AGREEMENT WITH MYSIDEWALK, INC. FOR COMMUNITY HEALTH ASSESSMENT (HEALTH DEPARTMENT).**
21. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PERINATAL CARE SYSTEM QUALITY IMPROVEMENT INITIATIVE GRANT 2025 (HEALTH DEPARTMENT).**
22. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: AXIS TECHNOLOGY SERVICES AGREEMENT (HEALTH DEPARTMENT).**
23. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: AGREEMENTS WITH NURSE PRACTITIONERS AND PHYSICIAN ASSISTANTS 2025 (HEALTH DEPARTMENT).**
24. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: MORGUE AGREEMENT WITH MCLAREN BAY REGION 2024-2026 (HEALTH DEPARTMENT).**
25. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: BROWN & BROWN AGREEMENT (PERSONNEL).**
26. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 85-15 SPLIT FOR HEALTH CARE 2025 (PERSONNEL).**
27. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: WEIGHT MANAGEMENT SOLUTION AGREEMENT (PERSONNEL).**

28. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: VIRTUAL MUSCLE AND JOINT HEALTH PROGRAM AGREEMENT (PERSONNEL).
29. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: DELTA DENTAL CONTRACT 2025 (PERSONNEL).
30. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: EMPLOYEE HEALTH INSURANCE MANAGEMENT, INC (EHIM) VACCINATION AMENDMENT (PERSONNEL).
31. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: BLUE CROSS BLUE SHIELD (BCBS) SCHEDULE A – 2025 (PERSONNEL).
32. MOVED, SUPPORTED AND CARRIED TO RECEIVE TUITION REIMBURSEMENT NOTIFICATION FOR TEGAN GRZEGORCZYK (CIRCUIT COURTS/PERSONNEL).
33. MOVED, SUPPORTED AND CARRIED TO RECEIVE GENERAL FUND EQUITY 2024 (FINANCE).
34. MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).
35. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PURCHASING: RFP BID AWARD FOR BAY COUNTY MOSQUITO CONTROL GEOSPATIAL WEB-BASED DATA MANAGEMENT SYSTEM TO FRONTIER PRECISION (PURCHASING/MOSQUITO CONTROL).
36. MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED PAYABLES RESOLUTION (FINANCE).
37. MOVED, SUPPORTED AND CARRIED TO RECEIVE THE AUGUST 2024 REPORT PROVIDED BY THE OFFICE OF ASSIGNED COUNSEL.
38. MOVED, SUPPORTED AND CARRIED TO RECEIVE THE SEPTEMBER 2024 REPORT PROVIDED BY THE OFFICE OF ASSIGNED COUNSEL.
39. MOVED, SUPPORTED AND CARRIED TO POST THE THREE VACANCIES IMMEDIATELY FOR THE BAY COUNTY BUILDING AUTHORITY, CONSISTING OF ONE (1) UNEXPIRED, SIX (6) YEAR TERM THAT EXPIRES ON 11/30/2027 AND TWO (2) SIX (6) YEAR TERMS THAT EXPIRE ON 11/30/2030 AND FILL THESE VACANCIES AT THE DECEMBER 17, 2024, FULL BOARD MEETING. ROLL CALL VOTE: 4 YEAS (C. MAILLETTE, T.HEREK, K. RADTKE, J.JOHNSON); 3 NAYS (K.NIEMIEC, T. BANASZAK, V.BEGICK).

Under Announcements, Commissioner Maillette thanked Bay County Health Officer Joel Straz and the Bay County Health Department staff for their exemplary treatment of a constituent.

Commissioner Johnson congratulated the Lady Dukes Volleyball Team as District Champions!

Board Chair Begick thanked the attendees of the Veteran's Day service held in front of the Bay County Building.

Committee Chair Banaszak wished all hunters good luck and safety on Opening Day of Firearms Season.

There being no further business, it was

40. MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:31 P.M.).

Submitted By:

Lindsey Arsenault
Board Coordinator