

**Agenda**  
**Finance and Administration Committee**  
**West Olive Administration Building – Board Room and YouTube**  
**12220 Fillmore, West Olive, MI 49460**  
**Friday, November 8, 2024**  
**11:30 AM**

**Public Comment**

**Approval of Agenda**

**Consent Resolutions:**

1. Approval of Minutes from the [October 1, 2024](#) Finance and Administration Committee Meeting.

**Agenda and Action Requests:**

1. [Statement of Review](#)  
Suggested Motion:  
To approve the Statement of Review.
2. [Accounts Payable for September 23, 2024 through October 18, 2024](#)  
Suggested Motion:  
To approve the general claims in the amount of \$56,847,240.46 as presented by the summary report for September 23, 2024 through October 18, 2024.
3. [Applicant Tracking Software](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from Human Resources to approve an agreement with Neogov for applicant tracking system software for a total cost of \$236,445.52 over the 5 year period.
4. [Children's Special Health Services Grant](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners a contract with the Southeastern Michigan Health Association (SEMHA).
5. [Substance Use Disorder Grant](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners a contract with Lakeshore Regional Entity. Approval of this motion also recognizes and appropriates additional grant revenue in the amount of \$10,778.

6. [Contract With Vitality for Health Management Plan](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the request to contract with Vitality for the employee health management plan for a period of three years.

7. [MOA Between Ottawa County and MSU Extension](#)

Suggested Motion:

To approve the MOA between Ottawa County and MSU Extension for Fiscal Year 2025.

8. [Assessing Services for Polkton Charter Township](#)

Suggested Motion:

To approve and forward to the Board of Commissioners for authorization to sign the contract to provide assessing services for Polkton Charter Township; and approve the request from Equalization to add one .49FTE Appraiser 2 position, and increase one existing Abstract/Indexing Clerk from .5 FTE to .525 FTE to be funded by the assessing agreement with Polkton Charter Township; and recognize and appropriate contract revenue of \$33,500 for Fiscal Year 2025.

9. [Landscape and Snowplow Services](#)

Suggested Motion:

To approve and forward to the board of commissioners a contract for landscape and snow removal services at multiple locations.

10. [Contract for Informacast License Renewal](#)

Suggested Motion:

To approve and forward to the Board of Commissioners a four-year contract with SHI to purchase licensing for InformaCast.

11. [Brownfield Plan for Coopersville MFD LLC](#)

Suggested Motion:

To recommend and forward to the Board of Commissioners a resolution approving the Brownfield Plan Amendment for Coopersville MFD LLC located in the City of Coopersville.

12. [Contract for Medical Services in Correctional Facility](#)

Suggested Motion:

To review and approve the 4 year contract with VitalCore for jail medical services in the amount of \$8,269,794.89.

13. [FY2025 Budget Adjustments](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the FY2025 budget adjustments per the attached schedule.

## **Committee Reports:**

- I. [Treasurer's Financial Month End Update](#); Cheryl Clark

## **Public Comment**

### **Adjournment at Call of the Chairperson**

**Note: Public Comments on the day's business are to be limited to three (3) minutes.**