

PLANNING AND POLICY COMMITTEE

Approved Minutes

DATE: July 28, 1999

TIME: 8:30 a.m.

PLACE: Fillmore Complex, West Olive

PRESENT: Denis Swartout, Gordon Schrotenboer, Edward Berghorst, Joseph Haveman

ABSENT: D. Dale Mohr

STAFF: Robert Oosterbaan, Administrator, Gregory Rappleye, Legal Counsel; Rosemary Zink, Finance Director; Mark Scheerhorn, Administrative Services Director; Mark Krouse, Assistant Director of MIS; Richard Schurkamp, Personnel & Labor Relations Manager; David Poel, Community Corrections Director; Gary Scholten Register of Deeds; Jack Plakke, Circuit Court Administrator; Barry Kantz, District Court Administrator; Sherri Sayles, Deputy Clerk.

MEDIA

SUBJECT: CONSENT ITEMS

Approved the Minutes of the June 23, 1999 meeting as presented and approved the agenda of today as presented and amended.

SUBJECT: MIS ANNUAL REPORT

PP 99-053 Motion: To receive the MIS Annual Report and forward to the full Board. Moved by: Schrotenboer Supported by Berghorst UNANIMOUS

SUBJECT: MERS ANNUAL MEETING

PP 99-054 Motion: To approve and forward to the Board the Officer Delegate and Officer Alternate, Employee Delegate and Employee Alternate for attendance at the Annual MERS Meeting in Dearborn on September 29, 30, and October 1, 1999. Moved by: Schrotenboer Supported by: Berghorst UNANIMOUS

SUBJECT: DISCUSSION ITEMS:

1. Policy on Freedom of Information Requests (FOIA). Greg Rappleye explained to the committee he is still working on a Policy for Freedom of Information Requests (FOIA). He will have a policy for the committee to view at a later date.
2. Progress report on the FIA Building project. Mark Scheerhorn updated the committee on the FIA building project. The widening of James street has been approved.
3. Update on other building projects:

414 Washington - Committee consensus is to agree that \$1.4 million is too much to spend on the Grad Haven Complex for a short-term plan. The recommendation is not to proceed with this plan but instead to allow departments to spread out into the vacated space and to immediately proceed with master planning of the

Grand Haven Complex.

57 W. 8th - Barry Kantz and Mark Scheerhorn are putting figures together to present to Robert Oosterbaan. When this is completed, a recommendation will be made.

Fillmore Complex - The leak is being addressed. Replacement of landscape and final payment will be made as soon as assured the range is watertight. The Building Authority will need to make a decision as to the disposition of the unspent dollars (\$400,000 or more) in the next few months.

James Street Campus - Nothing new to report.

Courage Program Lease - A portion of the building at Ferris and US 31 has been leased for one year for the Courage Program. This program has been relocated from the Ottawa Area Center. Would like to get this moved into a County owned building.

4. Update on MIS activity. to be postponed until James Mankoski can be present to discuss Y2K, imagining, etc.

5. Burial Allowance. Recommended that Greg Rappleye send Soldiers and Sailors Relief Board a reminder of the criteria for Burial Allowance. Rosemary Zink checking on how many apply and are denied per year.

6. Communication - Cities and townships would like to be more informed of what is available and going on in the county. Recommendations are Speakers Bureau, refer to County Web Page, re-look at video taping board meetings and updating monthly news letters mailing lists.

SUBJECT: ADJOURNMENT

PP99-055 Motion: To adjourn at 10:00 A.M. Moved by: Schrotenboer Supported by Berghorst
UNANIMOUS