APPROVED OTTAWA COUNTY **BOARD OF COMMISSIONERS** FINANCE & ADMINISTRATION COMMITTEE

Wednesday, September 21, 2005 11:00 AM Fillmore Administration Building - Board Room 12220 Fillmore Street, West Olive

September 21, 2005 DATE:

TIME: 11:00 a.m.

Fillmore Street Complex PLACE:

PRESENT: Gordon Schrotenboer, Cornelius Vander Kam, Robert Rinck, Dennis Swartout

ABSENT: Joyce Kortman

STAFF & Alan Vanderberg, Administrator; June Hagan, Fiscal Services Director; Greg Rappleye, Corporation Counsel; **GUESTS**

Richard Schurkamp, Human Resources Director; Mary Richardson, County Treasurer; Loren Snippe;

Department of Human Services; Mike Galligan, Equalization Director; Ken Rizzio, EDC; Sandi Metcalf, Juvenile

Services; Brooke Slagle, Deputy Clerk; Kathy Grimm, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Agenda of today as presented and approve the Minutes of the September 6, 2005

meeting.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 05-094 Motion: To approve budget adjustments #803, #815, #816, #827 & #828.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR AUGUST

Motion: To approve the Statement of Review for the month of August, 2005. FC 05-095

Moved by: Vander Kam

UNANIMOUS

SUBJECT: COST SHARING AGREEMENT FOR CHILDREN'S FOSTER CARE EXPENSES

FC 05-096 Motion: To approve and forward to the Board of Commissioners, a Local Revenue Agreement with the State of

Michigan's Department of Human Services that will facilitate an alternative cost sharing agreement for the

provision of children's foster care services.

Moved by: Rinck **UNANIMOUS**

SUBJECT: HOLLAND HOSPITAL – BEHAVIORAL HEALTH SERVICES FUNDING REQUES

FC 05-097 Motion: To approve and forward to the Board of Commissioners the funding request from Holland Hospital -

Behavioral Health Services with a maximum amount of \$33,000 for 2005, based on fee-for-service provided by

Ottawa County-referred clients. Funding to come from PA2 funds.

Moved by: Rinck **UNANIMOUS**

SUBJECT: WAGE ADJUSTMENTS FOR 2006 FOR THE COUNTY'S TEMPORARY NON-SEASONAL

EMPLOYEES

FC 05-098 Motion: To approve and forward to the Board of Commissioners for approval an increase in the hourly wages of the County's temporary, non-seasonal Employees (excluding Relief ISP Officer, Cadet, Part-time Road Patrol Deputy, Part-time Correction's Officer, Reserve/Marine Patrol Officer, Mounted/Reserve Officer, Gatekeeper, Bailiff, Scientific Support Unit Specialist) of 2.3% effective January 1, 2006.

Moved by: Rinck UNANIMOUS

SUBJECT: WAGE AND BENEFIT ADJUSTMENTS FOR 2006 FOR THE PARENTING PLUS NON-SUPERVISORY EMPLOYEES

FC 05-099

Motion: To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Parent Plus Non-Supervisory Employees for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- c. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
 - (3) ARTICLE XIII, LONGEVITY. Change the maximum benefit to \$1,500 and add the following: Employees hired into the Parenting Plus Non-Supervisory employee group after January 1, 2006 will not be eligible for longevity pay. Existing County employees who are promoted or transferred into the Parenting Plus Non-Supervisory group after January 1, 2006, will be eligible for Longevity Pay only if they were previously eligible to receive it.

Moved by: Schrotenboer UNANIMOUS

SUBJECT: WAGE AND BENEFIT ADJUSTMENTS FOR 2006 FOR THE PARENTING PLUS SUPERVISORY EMPLOYEES

FC 05-100

Motion: To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Parenting Plus Supervisory Employees for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- c. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment

- of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
- (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
- (3) ARTICLE XIII, LONGEVITY. Change the maximum benefit to \$1,500 and add the following: Employees hired into the Parenting Plus Supervisory group after January 1, 2006 will not be eligible for longevity pay. Existing County employees who are promoted or transferred into the Parenting Plus Supervisory group after January 1, 2006, will be eligible for Longevity Pay only if they were previously eligible to receive it.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: WAGE AND BENEFIT RECOMMENDATIONS FOR ELECTED OFFICIALS, COUNTY AND COURT UNCLASSIFIED EMPLOYEES (EXCLUDING JUDGES AND THE BOARD OF COMMISSIONERS FOR 2006:

FC 05-101 Motion: To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Elected Officials, County and Court Unclassified Employees (excluding Judges and the Board of Commissioners) for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase the Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- c. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of the Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
 - (3) ARTICLE XIII, LONGEVITY. Change the maximum benefit to \$1,500 and add the following: Employees hired into the Unclassified employee group after January 1, 2006, will not be eligible for longevity pay. Existing County employees who are promoted or transferred into the Unclassified employee group after January 1, 2006, will be eligible for Longevity Pay only if they were previously eligible to receive it.

Moved by: Schrotenboer UNANIMOUS

SUBJECT: WAGE AND BENEFIT ADJUSTMENT FOR 2006 FOR THE GROUP T EMPLOYEES

FC 05-102 Motion: To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Group T Employees for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

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2006 Co-pay \$11.11 bi-weekly \$23.94 bi-weekly \$33.49 bi-weekly

Single Coverage 2-Person Coverage Family Coverage

- c. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.

Moved by: Schrotenboer UNANIMOUS

SUBJECT: BENEFIT ADJUSTMENTS FOR OTTAWA COUNTY JUDGES FOR 2006

FC 05-103 Motion: To approve and forward to the Board of Commissioners the following benefit adjustments for Ottawa County Judges for 2006:

a. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- b. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.

Moved by: Schrotenboer UNANIMOUS

SUBJECT: WAGE ADJUSTMENT FOR 2006 FOR THE COUNTY'S TEMPORARY, NON-SEASONAL EMPLOYEES

FC 05-104 Motion: To approve and forward to the Board of Commissioners the increased hourly wages of the following County positions effective January 1, 2006 as listed

Part-time Road Patrol Deputy
Part-time Corrections Officer
Reserve Officer
Solontificer
Solontif

Moved by: Vander Kam UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2005 MILLAGE RATE FOR OTTAWA COUNTY

FC 05-105 Motion: To approve and forward to the Board of Commissioners the Resolution to approve the 2005 Millage

Rate for Ottawa County of 3.5 mills.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2005 MILLAGE RATE FOR E-911

FC 05-106 Motion: To approve and forward to the Board of Commissioners the Resolution to approve the 2005 Millage

Rate for E-911 of .4411 mills.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2005 MILLAGE RATE FOR PARKS

FC 05-107 Motion: To approve and forward to the Board of Commissioners the Resolution to approve the 2005 Millage

> Rate for Parks of .3168 mills. Moved by: Vander Kam

UNANIMOUS

SUBJECT: RESOLUTION AUTHORIZING THE COUNTY EQUALIZATION DIRECTOR TO AUDIT "HOMESTEAD EXEMPTIONS" WITHIN OTTAWA COUNTY

FC 05-108 Motion: To approve and forward to the Board of Commissioners the Resolution authorizing the County

Equalization Director to audit "Homestead Exemptions" within Ottawa County from October 1, 2005 through

September 30, 2007 Moved by: Rinck **UNANIMOUS**

SUBJECT: APPROVAL OF THRE NEW MANAGER POSITIONS IN THE MIS DEPARTMENT AS RECOMMENDED BY PLANTE-MORAN

Motion: To approve the following new positions at Unclassified paygrade 08 and forward to the full Board for FC 05-109 approval:

- (1) Manager of Technology and Infrastructure
- (2) Manager of Applications and Data
- (3) Manager of User Services

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: RESOLUTION TO AUTHORIZE AN AGRICULTURAL PROCESSING RENAISSANCE ZONE (APRZ) FOR LEPRINO FOODS FOR MANUFACTURING FACILITY IMPROVEMENTS IN ALLENDALE TOWNSHIP

FC 05-110 Motion: To approve and forward to the Board of Commissioners the Resolution to authorize an Agricultural Processing Renaissance Zone (APRZ) for Leprino Foods for manufacturing facility improvements in Allendale

Township. Moved by: Rinck **UNANIMOUS**

SUBJECT: APPROVAL OF ADDITION OF TWO (2) JUVENILE COURT CASEWORKERS

FC 05-111 Motion: To approve the addition of two (2) Juvenile Court Caseworkers to facilitate the implementation of the Juvenile Court Community Probation Model. Funding to come from the Child Care Fund, with implementation contingent upon State approval of the use of Child Care Funds for this purpose.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

- 1. Review of 2006 Budgets June Hagan explained the 2006 Budget.
- 2. 2006 Position Requests Al Vanderberg and Rich Schurkamp explained the Position requests.
- 3. 2006 Equipment Requests June Hagan explained the Equipment requests.

3/23/2006

SUBJECT: ADJOURNMENT

The meeting adjourned at 12:47 p.m.

Agenda

Consent Items:

- Approval of Agenda
- 2. Approval of Minutes from the September 6, 2005 Meeting

Action Items:

1. Budget Adjustments Greater than \$50,000

Suggested Motion:

To approve budget adjustment #803, #815, #816, #827 and #828.

2. Statement of Review for August

Suggested Motion:

To approve the Statement of Review for the month of August, 2005.

3. Cost Sharing Agreement for Children's Foster Care Expenses

Suggested Motion:

To approve and forward to the Board of Commissioners, a Local Revenue Agreement with the State of Michigan's Department of Human Services that will facilitate an alternative cost sharing agreement for the provision of children's foster care services.

4. Holland Hospital – Behavioral Health Services Funding Request

Suggested Motion:

To approve and forward to the Board of Commissioners the funding request from Holland Hospital – Behavioral Health Services with a maximum amount of \$33,000 for 2005, based on fee-for-service provided by Ottawa County-referred clients. Funding to come from PA2 funds.

5. Wage Adjustments for 2006 for the County's Temporary Non-seasonal Employees

Suggested Motion:

To approve and forward to the Board of Commissioners for approval an increase in the hourly wages of the County's temporary, non-seasonal Employees (excluding Relief ISP Officer, Cadet, Part-time Road Patrol Deputy, Part-time Correction's Officer, Reserve/Marine Patrol Officer, Mounted/Reserve Officer, Gatekeeper, Bailiff, Scientific Support Unit Specialist) of 2.3% effective January 1, 2006.

6. Wage and Benefit Adjustments for 2006 for the Parenting Plus Non-Supervisory Employees

Suggested Motion:

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Parent Plus Non-Supervisory Employees for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

c. Amend the Health Plan to reflect the following:

- (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
- (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
- (3) ARTICLE XIII, LONGEVITY. Change the maximum benefit to \$1,500 and add the following: Employees hired into the Parenting Plus Non-Supervisory employee group after January 1, 2006 will not be eligible for longevity pay. Existing County employees who are promoted or transferred into the Parenting Plus Non-Supervisory group after January 1, 2006, will be eligible for Longevity Pay only if they were previously eligible to receive it.
- 7. Wage and Benefit Adjustments for 2006 for the Parenting Plus Supervisory Employees Suggested Motion:

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Parenting Plus Supervisory Employees for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- c. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
 - (3) ARTICLE XIII, LONGEVITY. Change the maximum benefit to \$1,500 and add the following: Employees hired into the Parenting Plus Supervisory group after January 1, 2006 will not be eligible for longevity pay. Existing County employees who are promoted or transferred into the Parenting Plus Supervisory group after January 1, 2006, will be eligible for Longevity Pay only if they were previously eligible to receive it.
- 8. Wage and Benefit Recommendations for Elected Officials, County and Court Unclassified Employees (excluding Judges and the Board of Commissioners) for 2006

Suggested Motion:

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Elected Officials, County and Court Unclassified Employees (excluding Judges and the Board of Commissioners) for 2006:

- a. Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%.
- b. Increase the Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- Amend the Health Plan to reflect the following: C.
 - Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the (1) Medically Necessary surgical treatment of the Obesity will not apply toward the Comprehensive Medical Outof-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount. (2)
 - (3)ARTICLE XIII, LONGEVITY. Change the maximum benefit to \$1,500 and add the following: Employees hired into the Unclassified employee group after January 1, 2006, will not be eligible for longevity pay. Existing County employees who are promoted or transferred into the Unclassified employee group after January 1, 2006, will be eligible for Longevity Pay only if they were previously eligible to receive it.
- Wage and Benefit Adjustment for 2006 for the Group T Employees 9. **Suggested Motion:**

To approve and forward to the Board of Commissioners the following wage and benefit adjustments for Group T Employees for 2006:

- Wages: Effective January 1, 2006, increase the existing salary schedule by 2.3%. a.
- b. Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount.

2006 Co-pay Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- Amend the Health Plan to reflect the following: C.
 - Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the (1) Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.
 - (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
- 10. Benefit Adjustments for Ottawa County Judges for 2006

Suggested Motion:

To approve and forward to the Board of Commissioners the following benefit adjustments for Ottawa County Judges for 2006:

Increase Health Plan employee co-pay to six percent (6%) of the current actuarial determined amount. a.

2006 Co-pay Single Coverage \$11.11 bi-weekly 2-Person Coverage \$23.94 bi-weekly Family Coverage \$33.49 bi-weekly

- b. Amend the Health Plan to reflect the following:
 - (1) Benefits for surgical treatment of Obesity are limited to 50% (fifty percent) and charges related to the Medically Necessary surgical treatment of Obesity will not apply toward the Comprehensive Medical Out-of-Pocket Maximum. The Plan will only cover one approved surgery for the treatment of Obesity per Covered Person, lifetime. The Plan will not cover reconstructive or cosmetic surgery associated with, or following the surgical treatment of Obesity.

- (2) Increase the employee co-pay on Mail Order Prescriptions to 2.3 X (times) the monthly co-pay amount.
- 11. Wage Adjustment for 2006 for the County's Temporary, Non-Seasonal Employees

Suggested Motion:

To approve and forward to the Board of Commissioners the increased hourly wages of the following County positions effective January 1, 2006 as listed:

Part-time Road Patrol Deputy	\$11.50/hour
Part-time Corrections Officer	\$11.00/hour
Reserve Officer	\$ 9.50/hour
Mounted Reserve Officer	\$13.00/hour
Scientific Support Unit Specialist	\$11.00/hour
Gatekeeper	\$ 7.75/hour

12. Resolution to Approve the 2005 Millage Rate for Ottawa County

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to approve the 2005 Millage Rate for Ottawa County up to 3.5 mills.

13. Resolution to Approve the 2005 Millage Rate for E-911

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution of approve the 2005 Millage Rate for E-911 to .4411 mills.

14. Resolution to Approve the 2005 Millage Rate for Parks

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to approve the 2005 Millage Rate for Parks to .3168 mills.

15. Resolution Authorizing the County Equalization Director to Audit "Homestead Exemptions" within Ottawa County Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution authorizing the County Equalization Director to audit "Homestead Exemptions" within Ottawa County from October 1, 2005 through September 30, 2007.

16. Approval of Three New Manager Positions in the MIS Department as Recommended By Plante-Moran **Suggested Motion:**

To approve the following new positions at Unclassified paygrade 08 and forward to the full Board for approval:

- (1) Manager of Technology and Infrastructure
- (2) Manager of Applications and Data
- (3) Manager of User Services
- 17. Resolution to Authorize an Agricultural Processing Renaissance Zone (APRZ) for Leprino Foods for Manufacturing Facility Improvements in Allendale Township

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to authorize an Agricultural Processing Renaissance Zone (APRZ) for Leprino Foods for manufacturing facility improvements in Allendale Township.

Discussion Items:

- Review of 2006 Budgets
- 2. 2006 Position Requests
- 3. 2006 Equipment Requests