

## ALLEGAN COUNTY BOARD OF COMMISSIONERS

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AUGUST 13, 2020 SESSION

JOURNAL 68

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**MORNING SESSION****AUGUST 13, 2020 SESSION - PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on August 13, 2020 at 9:00 A.M. in accordance with the motion for adjournment of August 3, 2020, and rules of this board; Chairman Storey presiding.

The Deputy Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	DEAN KAPENGA	DIST #5	TOM JESSUP
DIST #2	JIM STOREY	DIST #6	GALE DUGAN
DIST #3	MAX THIELE - arrived 9:02AM	DIST #7	RICK CAIN - arrived 9:10AM
DIST #4	MARK DeYOUNG - left 9:50 AM (Returned 11:02 AM)		

**PUBLIC PARTICIPATION - COMMENTS**

2/ Chairman Storey opened the meeting to public participation and the following individual offered comment:

1. County Clerk/Register of Deeds Bob Genetski updated the board on the special mail in election for the City of Holland. Ballots must be returned by August 25, 2020 no later than 5:00PM either by mail or hand delivered to the City of Holland.

**AGENDA ADDITIONS**

3/ Chairman Storey asked if there were any additions or changes to the agenda. Commissioner Dugan asked to adjourn the public session at 10:30AM and then proceed to the closed session.

Moved by Commissioner Dugan, seconded by Commissioner Thiele to adopt the changes to the meeting agenda as requested. Motion carried by call vote. Yeas: 6 votes. Nays: 0 votes. Absent: 1 vote.

**AGENDA - ADOPTED AS AMENDED**

4/ Moved by Commissioner Thiele, seconded by Commissioner Dugan to adopt the meeting agenda as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**DISCUSSION ITEMS:****PUBLIC HEALTH COVID-19 TESTING AND CONTAINMENT PLAN**

5/ Health Officer Angelique Joynes updated the Board on the mitigation strategies, current COVID-19 case summary and proposed testing strategies. Discussion followed.

**CLOSED SESSION: PENDING LITIGATION - Case No. 1:19-cv-00208-JTN-SJB**

6/ Moved by Commissioner Dugan, seconded by Commissioner Thiele to recess to closed session to discuss pending litigation - Case No. 1:19-cv-00208-JTN-SJB. Motion carried by roll call vote. Yeas: 6 votes. Nays: 0 votes. Absent: DeYoung.

**RECONVENE/ROLL CALL**

7/ Upon reconvening at 11:05 A.M., the following Commissioners were present: Kapenga, Storey, Thiele, DeYoung, Jessup, Dugan and Cain.

**SETTLEMENT OF PENDING LITIGATION - Case No. 1:19-cv-00208-JTN-SJB**

8/ **BE IT RESOLVED** that the Allegan County Board of Commissioners does hereby authorize the settlement of pending litigation as per the recommendation of counsel regarding Case No. 1:19-cv-00208-JTN-SJB; and

**BE IT FURTHER RESOLVED** that the Board authorizes the Board Chairperson and/or County Administrator to work in conjunction with legal counsel to finalize and sign the settlement agreement and any other related documents on behalf of the County.

Moved by Commissioner Kapenga, seconded by Commissioner Thiele to approve the resolution as presented. Motion carried by roll call vote. Yeas: Kapenga, Storey, Thiele, DeYoung, Dugan and Cain. Nays: Jessup.

**PUBLIC HEALTH COVID-19 TESTING AND CONTAINMENT PLAN - CONTINUED**

9/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to take action on the Public Health COVID-19 Testing And Containment Plan during the August 27, 2020 session. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to extend the current Public Health COVID-19 Testing and Containment Plan that was approved on May 28, 2020 and extend the plan through August 27, 2020. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - NO COMMENTS**

10/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

**ADJOURNMENT UNTIL AUGUST 27, 2020 AT 9:00 A.M.**

11/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to adjourn until August 27, 2020 at 9:00 A.M. The motion carried and the meeting was adjourned at 11:24 A.M.

**AFTERNOON SESSION****AUGUST 13, 2020 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

12/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on August 13, 2020 at 1:00 P.M. in accordance with the motion for adjournment of August 3, 2020, and rules of this board; Chairman Storey presiding.

The invocation was offered by District #4 Commissioner DeYoung.

The Deputy County Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

DIST #1	DEAN KAPENGA	DIST #5	TOM JESSUP
DIST #2	JIM STOREY	DIST #6	GALE DUGAN
DIST #3	MAX THIELE	DIST #7	RICK CAIN
DIST #4	MARK DeYOUNG		

**JULY 23, 2020 AND AUGUST 3, 2020 SESSION MINUTES - ADOPTED**

**13/** Moved by Commissioner Cain, seconded by Commissioner Thiele to approve the minutes for the July 23, 2020 and August 3, 2020 session as distributed. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - COMMENTS**

**14/** Chairman Storey opened the meeting to public participation and the following individual offered comment:

1. Scott Beltman of 3110 130th Ave in Hopkins urged the Commissioners to approve the Off Road Vehicle Ordinance Communication that is part of the agenda for today.

**AGENDA - ADDITIONS**

**15/** Chairman Storey asked if there were any additions or changes to the agenda. Commissioner Dugan asked to add the drain engineer compensation package for discussion.

Moved by Commissioner Dugan, seconded by Commissioner Cain to adopt the changes to the meeting agenda as requested. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**AGENDA - ADOPTED AS AMENDED**

**16/** Moved by Commissioner Dugan, seconded by Commissioner Kapenga to adopt the meeting agenda as amended. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**INFORMATIONAL SESSION: MEDICAL CARE COMMUNITY**

**17/** Medical Care Director Kim Turcott addressed the board with the annual report for the Medical Care Facility.



**ALLEGAN COUNTY MEDICAL CARE  
COMMUNITY**  
AUGUST 2020

## OVER 150 YEARS OF CARING

Allegan County Medical Care Community traces its roots to 1866, when Allegan County established the County Poor Farm to provide for the poor, sick, homeless, and disabled of the County and to act as a safety net for those with needs that could not be met at home. Many counties across the State of Michigan developed similar poor farms or poor houses to meet the needs of their County as well. Public Act 280 of the Public Acts of 1939 provided the statutory framework for the creation and operation of County Medical Care Facilities of the State of Michigan. The Allegan County Poor Farm was closed in 1968 as construction of the Allegan County Medical Care Facility, our current Community, began on this same property. ACMCC has been in operation since 1971.

## MISSION AND VALUES

**Mission:** *To Serve the Aged and Disabled With Care, Love, and Dignity*

**Values:**

- Respect*
- Compassion*
- Honesty*
- Integrity*
- Dedication*

## 2020: WHAT A YEAR COVID-19 AND IT'S IMPACT

As the World, the United States, and the State of Michigan have responded to the COVID-19 pandemic, ACMCC, as a skilled nursing facility, has seen tremendous changes as our COVID-19 Prevention and Response Plan was initiated and then modified through the numerous changes through Executive Orders, CDC and MDHHS guidance, and regulatory changes.



**CORONAVIRUS**

## COVID-19 IMPACT: PREVENTION AND RESPONSE



ACMCC has worked extremely hard to adopt all guidance and recommendations to maintain resident and staff safety. At this time, we have had no residents who have tested positive for COVID-19 since the pandemic began. This is due to the continuous dedication of the ACMCC team to follow the frequent policy and guidance changes that have occurred since the beginning of the COVID crisis. Some of these included:

- ❖ Restriction of all visitation to the facility, including family members, contractors, deliveries, etc. All medical visits, when feasible, are accomplished virtually. Visits for the end of life only. All other family visits via Skype or phone.
- ❖ Cancellation of all communal dining and activities for residents. Residents encouraged to remain in their rooms. Activities staff changed programming for in-room activities and “doorway” activities to help address boredom and loneliness with these changes.

## COVID-19 IMPACT: PREVENTION AND RESPONSE



### Education

- ❖ COVID has brought many new concepts and ideas, such as social distancing, use of PPE under CDC guidance for limited supply/contingency usage, contact tracing, etc. Many other infection control standards were not new to ACMCC, as we already work with MRSA, C-Diff, Hepatitis, influenza, etc. However, with COVID, all efforts were enhanced to combat this new, not fully understood virus. Educating staff, residents, family members of new changes and guidance in many forms has been vital:
  - Staff messaging system through the Electronic Medical Record of daily changes.
  - Memos and communications on staff bulletin boards and time clock.
  - Letters and weekly Robo-Calls to all resident contacts, staff, and residents of changes and ACMCC’s COVID-status, more often if any suspected or actual cases.
  - Daily Facebook updates of ACMCC’s COVID status and interventions.
  - Signage and physical changes to remind and enforce policy changes.

# COVID-19 IMPACT: PREVENTION AND RESPONSE CONTINUED



- ❖ Creation of a designated, separate COVID area for confirmed positive cases and later, from additional guidance, creation of a designated hospital transfer/unknown COVID status area in our former Rehab Center.
- ❖ Addition of isolation carts at each room doorway entry with PPE and sanitation supplies, dedicated vital sign kits for each room. Full PPE for staff (masks or N95s depending on status, face shields, isolation gowns).
- ❖ Anti-chamber, quarantine walls constructed at both entrances and all room entrances. Dedicated staff changing area and entrance for an actual COVID outbreak.



# COVID-19 IMPACT: PREVENTION AND RESPONSE CONTINUED



Before COVID—  
Rehab  
Center  
Room  
Entry



COVID—  
Rehab Center  
Room with  
Antechamber  
at Entry to  
Reduce Air  
Flow



## COVID-19 IMPACT: FACILITY LIFE

As an Eden Alternative Community that has prided itself on not only meeting the Regulatory Requirements of the Nursing Facility Resident Bill of Rights, ACMCC has worked on continuous improvements to make this facility closer and closer to life in one's own home. With that in mind, has been the adoption of homelike practices, such as:

- ❖ Creation of residential style kitchens and living areas to increase the look and feel of home and to be inviting to visitors, socializing with peers and caregivers.
- ❖ Expansion of activity offerings to both inside and outside the building with gardens in each household, ability to visit neighbors on other households and partake in a variety of activity options.
- ❖ Breakfast and medications upon arising to support a more normal, non-institutional home-style start to each day.

Just to name a few...



## COVID-19 IMPACT: FACILITY LIFE

### Restrictions and the Impact on Quality of Life:

- Visitation Restrictions-still ongoing after 5 months, with some newer guidance for residents with ADL decline, significant communication deficits, and end-of-life or hospice care. The least amount of potential exposure is always followed, with in-person indoor visits for very limited circumstances such end-of-life or hospice. Outdoor visits are utilized whenever possible or window visits. Social distancing, mask use for visitors and resident, screening/temperature checks, sanitizing are all in place.



## COVID-19 IMPACT: FACILITY LIFE



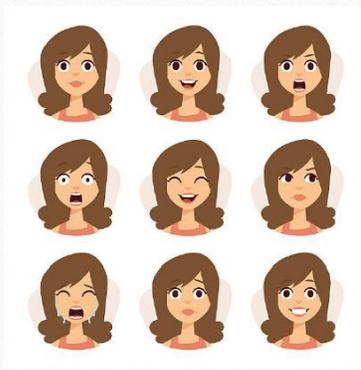
## COVID-19 IMPACT: FACILITY LIFE

### Restrictions and the Impact on Quality of Life:

- Cancellation of all communal activities and dining.
- Restrictions to travel from resident rooms and from hallway to hallway to reduce potential spread and reduce contact.
- Access to medical appointments only for emergency needs.
- No community outings of any kind.
- Residents are to wear masks when staff are assisting with care and whenever exiting their rooms.



# COVID-19 IMPACT: FACILITY LIFE



ACMCC is extremely proud of the safety precautions that we have implemented and that we have been successful in preventing a COVID-19 outbreak among our resident population. We are, however, struggling with seeing the impact on quality of life as the pandemic has continued. A great number of our resident population is not cognitively able to understand that a pandemic is occurring. Many do not understand why they are restricted. Many do not recognize us with our masks on. Residents living with dementia use body language and facial expressions to help them to find familiarity and sense if a person is safe or not. We have had to adapt our practices to help.

# COVID-19 IMPACT: SATISFACTION

In June, per our usual annual Quality Assurance practices, we conducted our Annual Resident and Family Satisfaction Surveys. Even with COVID-19 and the lack of being able to visit, observe the facility, or interact in-person with staff, we received tremendous feedback and appreciation.

100% expressed Overall Satisfaction  
100% would recommend ACMCC to others

Hard to improve on excellence!

Throughout COVID you have done an exceptional job of keeping us as active as possible and in a safe environment.

The respect and care is excellent. Communication is proactive. The staff is empathetic and provides individualized care.

ACMCC has a long history and excellent reputation as a nursing/long term care facility. Administration & care staff take a genuine interest in the residents and do their best to provide quality care and show compassion to the residents...

My good first impression has not worn off.



# COVID-19 IMPACT: QUALITY

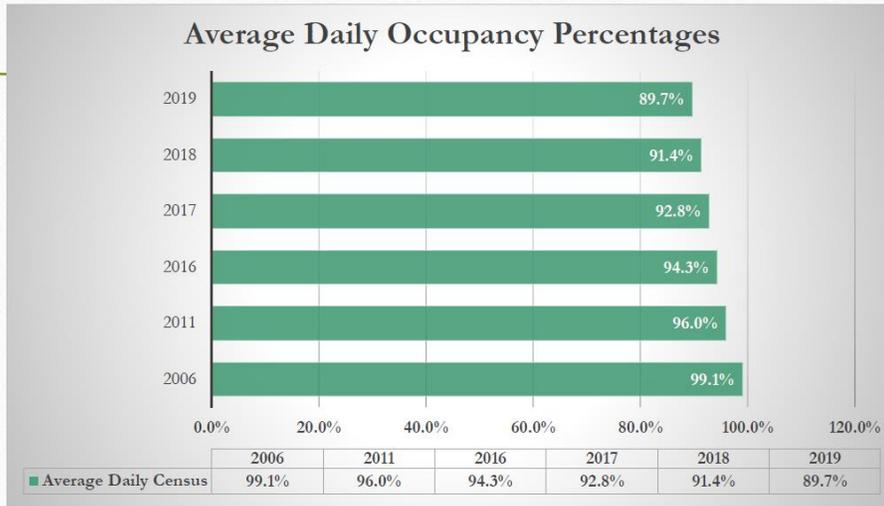
**Five Star Rating on Nursing Home Compare continues:** This designation is based on the CMS Quality Measures, Staffing Levels, and State/Federal Inspection Results. New methods are being added related to COVID-19 from daily reporting and CDC reporting that we provide, as well as Infection Control-Focused Survey results.



ACMCC was surveyed by two surveyors from LARA for an Infection Control-Focused Survey on June 18-19. We received no deficiencies and the surveyors shared very favorable comments regarding our COVID-19 measures.



# OCCUPANCY



With COVID-19, census has been impacted with hospitals closed to elective surgeries impacting rehab stays, restrictions to visitation and resident lifestyle, and general fear of COVID in any facility.

## FINANCES

With the impact of COVID-19 and its impact on census and reduced referrals, nonuse of 6 available rooms for potential admissions to create the COVID designated space, increased costs related to PPE, and reduction in the offerings of the Generations program, ACMCC has received CARES Act assistance and a long-owned State MIP Program Reconciliation that have been our saving grace in these difficult times.

**CARES Act:** \$26,297.29 received 4/1/2020  
 \$54,392.98 received 4/28/2020  
 \$111,940.37 received 5/1/2020

There is a potential for additional CARES Act funding for facilities that complete CMS/CDC Trainings. We are, of course, already working on the weekly trainings to be eligible.

**MIP Reconciliation:** \$547,000 received 6/4/2020 (Owed for over a year to ACMCC from the State Medicaid program)

With these funds received in 2020, we are currently seeing a small amount of black ink on our ledger.

## FINANCES CONTINUED

The financial challenges of ACMCC remain unchanged and the highlights are below. COVID-19 feels as if it has put the world, in general, in limbo. ACMCC shares this feeling as we have worked through the day to day changes in life during a pandemic, while striving to keep our eyes of the future. As our millage campaign also is in a current state of limbo, our finances remain a large concern.

- ❖ Uncollectable resident accounts as we act as the Safety Net for Allegan County seniors needing our care but are unable to pay or qualify for Medicaid assistance.
- ❖ Aging building in need of repair and the need to ensure that we are able to continue offering high quality services and an environment that support them.
- ❖ Unstable governmental funding sources that account for 90% of ACMCC's revenue.
- ❖ The need to progress in our Strategic Plan to bridge any gaps in the Allegan County senior service care continuum as the County's Medical Care Community.

## SUMMING IT UP

ACMCC has worked through the newest major challenge of the COVID-19 pandemic, continued financial and reimbursement issues. We have worked with our DHHS Board, our amazing staff team, supportive family members, County partners to be innovative and work through these issues while maintaining 5 STAR Quality Ratings, Award Winning Customer Satisfaction Scores, and having remained free of a COVID-19 outbreak.

Times continue to change more rapidly than ever before. We appreciate the ability to continue to serve as Allegan County's Medical Care Community.



## **THANK YOU!!**

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**The Support of our Allegan County partners,  
the DHHS Board, the Allegan County Board  
of Commissioners, and the Community of  
Allegan County is so appreciated!**

**2<sup>nd</sup> QUARTER WELLNESS REPORT**

**18/** Wellness Coordinator Amy Doeden updated the board on the 2<sup>nd</sup> quarter wellness report.



Allegan County Comprehensive Worksite Wellness  
 Quarterly Report  
 BOC Report date 8/13/2020  
 Data through 6/30/2020

**PRIMARY OBJECTIVES**

Please see *Allegan County Comprehensive Worksite Wellness—Objectives and Metrics* for detailed objectives and metrics.

**1. Maintain sustainable healthcare costs and expenditures**

A fundamental principle is that preventing costly diseases and keeping healthy employees healthy may result in healthcare cost savings. See page 3 of this report for related data. Additional data will be provided in annual Wellness Key Performance Indicators report.

**2. Increase health and wellness**

Reducing and eliminating risk factors is a process that occurs over time and we expect to see positive health trends after 3 to 5 years of wellness programming. Programming began in November 2013 and benchmark participation occurred in September 2015. See page 2 of this report for related data. Annual wellness report will better indicate health trends.

**3. Increase productivity**

Increased productivity results from reduced absenteeism and reduced presenteeism. Presenteeism occurs when health problems affect productivity of at-work employees. Data on self-reported absenteeism and self-reported presenteeism is currently available.

**4. Increase healthy workplace culture**

A healthy workplace culture is essential to successful wellness program outcomes as it provides support for individuals beginning or maintaining healthy lifestyle behaviors. Related data can be found on the annual Wellness Key Performance Indicators report.

**5. Increase engagement**

See page 2 of this report for related data. Plan is to continue our efforts to raise awareness of the wellness benefit and to make wellness activities accessible to increase wellness engagement.

**6. Increase integration across County programs**

Quarterly Health Strategy meetings with all health-related vendors occur to ensure optimum program utilization, data-sharing and cooperation, and support for organizational wellness objectives. Vendors include: insurance broker, medical insurance, wellness, worker's compensation, disability and employee assistance program. Additional examples of integration are occurring:

- Wellness coaches make medical referrals for routine preventive care and follow-up care for at-risk individuals.
- Wellness coaches make employee assistance program referrals for employees with emotional health and/or addiction concerns.
- Wellness and Employee Engagement Teams collaborate to plan and conduct events to meet joint objectives.
- Fitness Center 2016, 2017, 2018 & 2019 fee was waived for wellness-eligible Allegan County employees (all Allegan County employees). Fitness Center Policy update on October 1, 2019 established zero fees for all AC employees and their spouse/adult dependents with AC medical insurance coverage.
- New Fitness Center members receive a welcome email promoting exercise and physical fitness-related wellness benefits.
- See Allegan County Comprehensive Worksite Wellness — Objectives and Metrics for a complete list on integrations solutions implemented.



COMPREHENSIVE WORKSITE WELLNESS—PARTICIPATION

Objective 5: Increase engagement

5.1. Increase Wellness participation

Employees—Comprehensive <sup>1</sup>	Mar '17	Mar '18	Mar '19	Mar '20 <sup>2</sup>	Jun '20 <sup>2</sup>	Benchmark <sup>3</sup>
5.1.1. # Enrolled	291	312	312	328	314	
5.1.1. % Enrolled	84%	86%	85%	83%	82%	
5.1.1. # Core Participation <sup>4</sup>	289	308	304	242	317	
5.1.1. % Core Participation <sup>4</sup>	84%	85%	83%	63%	82%	75%

Spouses—Comprehensive

5.1.2. # Enrolled	17	24	26	24	24
5.1.2. # Core Participation	8	14	17	3	3

Employees—Select<sup>5</sup>

5.1.3. # Enrolled	9	8	13	14	15
5.1.3. % Enrolled	7%	4%	7%	9%	9%

Spouses—Select

5.1.4. # Enrolled	3	3	3	3	3
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Group Programs

	Date	# Participants
5.1.5 Social Distancing Healthy Distractions Challenge	4/6 — 6/1	11
5.1.5 Positive Attitude Challenge	4/20 — 5/3	9
5.1.5 Food for Thought Webinar (2 times)	5/8	9
5.1.5 Address Stress, Build Resiliency Webinar	5/18	10
5.1.5 Fruit and Vegetable Challenge	6/15 — 7/3	8
5.1.5 Character Strength Survey & Webinar	6/25	14

Participation Incentive implemented January, '15. Benchmark participation first met September, '15.  
<sup>1</sup>Comprehensive Program # of employees eligible (Full-time, Regular Part-time, Elected Salaried, Job Share). Mar. '17=345, Mar. '18=361, Mar. '19=368, Mar. '20=385, Jun. '20=385.  
<sup>2</sup>Data skewed due to service interruption with COVID-19.  
<sup>3</sup>Holbyn & Associate best practice benchmark participation indicator at 12 to 24 months. AC Wellness and Holbyn services implemented November, 2013.

<sup>4</sup>Core components: Biometric Screening, Health Survey and Coaching.  
<sup>5</sup>Select Program # of employees eligible (Irregular Part-time, Seasonal, Temporary, Per Diem): Mar. '17=128, Mar. '18=191, Mar. '19=191, Mar. '20=155, Jun '20=163. Per Diem eligible 1/1/18.  
Key: EE=Employee, L&L=Lunch and Learn, G&G=Grab and Go, BP=Blood pressure.

COMPREHENSIVE WORKSITE WELLNESS—HEALTH METRICS

Comprehensive Employee data from Assessment (biometric screening), Healthy Survey & Coaching

Objective 2: Increase health and wellness

2.1 Reduce lifestyle health risk factors

	Mar '17	Mar '18	Mar '19	Mar '20 <sup>2</sup>	Jun '20 <sup>2</sup>	Benchmark <sup>3</sup>
2.1.1. Lifestyle Health Risk Factors <sup>4,10</sup>						
Low risk (0-2 risks)	64%	63%	61%	56%	57%	70%
Medium risk (3-4 risks)	26%	29%	29%	34%	33%	—
High risk (5+ risks)	10%	8%	10%	10%	10%	—
2.1.2. Zero Cardiovascular Disease Risk Factors <sup>4</sup>	36%	38%	NA	NA	NA	—

Measured Health Risk Factors (low % desired):

2.1.3. Body Mass Index Overweight/Obese	79%	81%	82%	82%	80%	66%
2.1.4. % Body Fat Below Average/Poor <sup>9</sup>	62%	63%	NA	NA	NA	NA
2.1.5. Waist at risk	50%	48%	53%	60%	55%	42%
2.1.6. High Blood Pressure Stage 1 <sup>10</sup>	NA	NA	41%	NA	55%	
High Blood Pressure Stage 2 (140+/90+) <sup>10</sup>	12%	15%	16%	17%	15%	13%
2.1.7. High Cholesterol (≥200)	33%	33%	35%	33%	35%	32%
2.1.8. Glucose at risk <sup>10</sup>	0%	0%	3%	6%	7%	1%
2.1.9. Poor Fitness <sup>10</sup>	16%	14%	29%	18%	20%	13%

Self-reported Health Risk Factors (low % desired):

2.1.10. No Exercise/Leisure-time Activity	10%	13%	14%	11%	9%	12%
2.1.11. Smoking	9%	8%	8%	7%	7%	12%
2.1.12. High Stress	38%	26%	31%	27%	28%	32%
2.1.13. Low Coping	3%	3%	2%	2%	2%	5%
2.1.14. Depression	10%	9%	13%	14%	13%	12%
2.1.15. Alcohol at risk	2%	3%	3%	11%	10%	4%
2.1.16. High Fat Consumption	19%	22%	29%	29%	33%	20%
2.1.17. Low Fiber Consumption	34%	32%	26%	27%	28%	30%
2.1.18. Sleep (<7 hours per night) <sup>11</sup>	NA	NA	45%	40%	39%	

<sup>4</sup>Holbyn & Associates benchmark best practice goals for AC at 5 yrs. Blue font indicates that benchmark goal was met.  
<sup>5</sup>Lifestyle Health Risk Factors include 2.1.5. — 2.1.18. except 2.1.10.  
<sup>6</sup>Cardiovascular Disease Risk Factors include 2.1.3. — 2.1.9. & 2.1.11. As of 1/1/19, Holbyn looks at total cardiovascular disease risk factors in the population, not per person.  
<sup>7</sup>No longer a Holbyn standard metric or measured risk factor as of 1/1/19.  
<sup>8</sup>Updated national norms for Blood Pressure, Glucose & Fitness as of 1/1/19.  
<sup>9</sup>Sleep (<7 hours/night) is new health risk factor as of 1/1/19.



HEALTH CARE EXPENDITURES

Objective 1: Maintain sustainable health care costs and expenditures

1.4. Medical (paid claims) - Actives and Retirees

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2020—3/2020	356,467	1/2019—3/2019	508,096	1/2018—3/2018	766,770	1/2017—3/2017	656,106	1/2016—3/2016	634,153	1/2015—3/2015	585,120
4/2020—6/2020	266,258	4/2019—6/2019	413,077	4/2018—6/2018	659,309	4/2017—6/2017	724,646	4/2016—6/2016	877,937	4/2015—6/2015	603,730
		7/2019—9/2019	552,996	7/2018—9/2018	764,044	7/2017—9/2017	663,137	7/2016—9/2016	949,647	7/2015—9/2015	711,768
		10/2019—12/2019	535,078	10/2018—12/2018	606,639	10/2017—12/2017	895,999	10/2016—12/2016	893,037	10/2015—12/2015	806,708

1.5. Prescription Drugs (paid claims) - Actives and Retirees

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2020—3/2020	183,100	1/2019—3/2019	133,399	1/2018—3/2018	117,483	1/2017—3/2017	127,713	1/2016—3/2016	173,413	1/2015—3/2015	153,663
4/2020—6/2020	202,950	4/2019—6/2019	200,861	4/2018—6/2018	208,314	4/2017—6/2017	196,157	4/2016—6/2016	191,069	4/2015—6/2015	144,697
		7/2019—9/2019	216,140	7/2018—9/2018	192,353	7/2017—9/2017	213,390	7/2016—9/2016	233,438	7/2015—9/2015	186,217
		10/2019—12/2019	215,927	10/2018—12/2018	242,884	10/2017—12/2017	236,395	10/2016—12/2016	228,381	10/2015—12/2015	189,196

1.15. Comprehensive Worksite Wellness

Apr—Jun 2020		Jan—Mar 2020	
1.16. Wellness Vendor	30,102.82	1.16. Wellness Vendor	6,662.98
1.17. Wellness Administration	10,805.92	1.17. Wellness Administration	9,687.15
1.18. Incentive	300	1.18. Incentive	0
1.15. Total	41,208.74	1.15. Total	16,350.13

Period	Vendor	Administration	Miscellaneous	Incentive <sup>12</sup>	Total
2013—To Date	486,455.16	282,814.44	3,549.42	410,653.00	1,183,474.02
2019	88,391.93	41,153.77	0	87,210.00	216,737.70
2018	81,069.48	39,567.97	43.39	83,143.00	203,827.84
2017	83,316.85	38,624.33	0	87,000.00	208,941.18
2016	82,319.91	35,524.10	0	81,300.00	199,144.01
2015	75,355.19	38,322.35	0	71,700.00	185,377.54
2014	29,236.00	35,278.76	49.99	NA	64,564.75
2013	10,000.00	33,848.09	3,434.04	NA	47,302.13

<sup>12</sup>2018 decrease due to accounting adjustment for state funding for Friend of the Court salary & wages.

**ADMINISTRATIVE REPORTS**

**19/** Administrator Sarro high noted his written report was submitted to Commissioners. Highlights included: mass notification system; Public Act 202 of 2017; auditing procedures report; senior services; project Staircase; Property Assessed Clean Energy (PACE); North Street property sale update; and county broadband.

**FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS**

**20/ WHEREAS,** Administration has compiled the following claims for July 31, 2020, August 7, 2020 and August 14, 2020; and

**WHEREAS,** the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

**WHEREAS,** said claims are listed in the 2020 Claims folder of the Commissioners' Record of Claims.

**July 31, 2020**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	73,343.35	73,343.35	
Central Dispatch/E911 Fund - 2110	467.84	467.84	
Central Dispatch CIP - 2118	15,505.67	15,505.67	
Health Department Fund – 2210	2,392.44	2,392.44	
Transportation Grant – 2300	6,581.94	6,581.94	
Capital Improvement Fund - 2450	451,979.09	451,979.09	
Register of Deeds Automation Fund – 2560	12,500.00	12,500.00	
Indigent Defense – 2600	98,742.29	98,742.29	
Grants - 2790	8,236.34	8,236.34	
Victims Rights Grant - 2791	75.00	75.00	
Child Care-Circuit/Family – 2921	7,625.14	7,625.14	
Senior Millage – 2950	1,882.75	1,882.75	
Delinquent Tax Revolving Fund - 6160	10,197.85	10,197.85	
Tax Reversion – 6200	13,506.98	13,506.98	
Fleet Management - 6612	411.90	411.90	
Self-Insurance Fund – 6770	343,473.22	343,473.22	
Drain Fund - 8010	37,260.78	37,260.78	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$1,084,182.58</b>	<b>\$1,084,182.58</b>	

**August 7, 2020**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	122,716.51	122,716.51	
Park/Recreation Fund - 2080	3,569.69	3,569.69	
Friend of the Court Office - 2151	435.56	435.56	
Health Department Fund – 2210	1,369.89	1,369.89	
Solid Waste – 2211	12,135.05	12,135.05	
Transportation Grant – 2300	1,157.32	1,157.32	

Capital Improvement Fund - 2450	37,512.00	37,512.00	
Indigent Defense – 2600	70,522.28	70,522.28	
Law Library Fund – 2690	5,167.49	5,167.49	
Grants - 2790	20,100.21	20,100.21	
Child Care-Circuit/Family – 2921	1,521.51	1,521.51	
Senior Millage – 2950	1,022.48	1,022.48	
Delinquent Tax Revolving Fund - 6160	53,705.75	53,705.75	
Self-Insurance Fund – 6770	24,839.18	24,839.18	
Drain Fund - 8010	25,602.50	25,602.50	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$381,377.42</b>	<b>\$381,377.42</b>	

**August 14, 2020**

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	235,667.77	235,667.77	
Park/Recreation Fund - 2080	1,637.85	1,637.85	
Central Dispatch/E911 Fund - 2110	2,052.22	2,052.22	
Health Department Fund – 2210	4,933.50	4,933.50	
Solid Waste – 2211	6,338.80	6,338.80	
Transportation Grant – 2300	52,883.73	52,883.73	
Register of Deeds Automation Fund – 2560	134.37	134.37	
Indigent Defense – 2600	13,539.99	13,539.99	
Concealed Pistol Licensing Fund – 2635	247.94	247.94	
Local Corrections Officers Training Fund - 2640	131.60	131.60	
Grants - 2790	9,900.50	9,900.50	
Victims Rights Grant - 2791	373.85	373.85	
Child Care-Circuit/Family – 2921	18,999.48	18,999.48	
Soldiers Relief Fund – 2930	3,053.60	3,053.60	
Senior Millage – 2950	1,684.92	1,684.92	
Delinquent Tax Revolving Fund - 6160	90,487.07	90,487.07	
Tax Reversion - 6200	4,514.90	4,514.90	
Drain Equip Revolving - 6390	304.39	304.39	
Self-Insurance Fund – 6770	744.59	744.59	
Drain Fund - 8010	43,329.27	43,329.27	
<b>TOTAL AMOUNT OF CLAIMS</b>	<b>\$490,960.34</b>	<b>\$490,960.34</b>	

**THEREFORE BE IT RESOLVED** that the Board of Commissioners adopts the report of claims for July 31, 2020, August 7, 2020 and August 14, 2020.

Moved by Commissioner Dugan, seconded by Commissioner Thiele to adopt the report of claims for July 31, 2020, August 7, 2020 and August 14, 2020. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**ACTION ITEMS:****BOARD OF COMMISSIONERS—APPROVE OFF ROAD VEHICLE ORDINANCE COMMUNICATION**

**21/** Moved by Commissioner Storey, seconded by Commissioner Thiele to amend the draft letter to update the first paragraph - 3<sup>rd</sup> sentence to read: "During the July 23 Meeting, the Board reaffirmed the 2014 decision." Motion amendment carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**WHEREAS**, on July 23, 2020, the Allegan County Board of Commissioners (Board) authorized the County Administrator to prepare a communication to the local units regarding the position of the Board regarding a county-wide Off Road Vehicle Ordinance.

**THEREFORE BE IT RESOLVED**, the Board approves the communication as presented; and

**BE IT FINALLY RESOLVED**, the County Administrator is authorized to send the communication to all local units of government within Allegan County on behalf of the Board.

Moved by Commissioner Jessup, seconded by Commissioner Dugan to approve the resolution as amended. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

# Allegan County Board of Commissioners



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269-673-0203 Main Office  
269-686-5331 Main Fax  
<http://www.allegancounty.org>

*Jim Storey, Chairperson*  
*Gale Dugan, Vice Chairperson*

## MEMORANDUM

July 29, 2020

### DISTRICT 1

Dean Kapenga  
616-218-2599  
dkapenga@allegancounty.org

TO: Local Unit Representatives  
RE: **Off Road Vehicle Ordinance**

### DISTRICT 2

Jim Storey  
269-848-9767  
jstorey@allegancounty.org

On July 23, 2020, at the request of interested citizens, the Allegan County Board of Commissioners discussed the concept of a county-wide Off Road Vehicle (ORV) Ordinance. This was considered in 2014 resulting in the decision of the Board to take no action regarding the development of an ordinance to allow ORVs to travel on county roads. During the July 23 meeting, the Board reaffirmed the 2014 decision. Considering the geographical, roadway and philosophical differences that may exist across the County, the matter remains best considered at the local level.

### DISTRICT 3

Max R. Thiele  
269-673-4514  
mthiele@allegancounty.org

The decision outlined above is solely in relation to the development of a single county-wide ordinance and do not represent a position on the use of ORVs on roads within a local unit. In the event local units decide to pursue an ORV ordinance, there may be travel and enforcement needs that span beyond local unit borders. This presents an opportunity for various local units to work together regionally or across the County to ensure consistency.

### DISTRICT 4

Mark DeYoung  
616-681-9413  
mdeyoung@allegancounty.org

In an effort to provide a base for consistency and safety, the Road Commission, Sheriff's Office and Prosecutor's Office are offering assistance to any local unit or group of local units that may consider developing an ORV ordinance. These agencies are also willing to work collaboratively with other local law enforcement agencies and stakeholders. The following contact information is being provided for your convenience:

### DISTRICT 5

Tom Jessup  
269-637-3374  
tjessup@allegancounty.org

Road Commission  
Craig Atwood, P.E., Director  
1308 Lincoln Road  
Allegan, MI 49010  
(269) 673-2184  
[catwood@alleganroads.org](mailto:catwood@alleganroads.org)

Sheriff's Office  
Frank Baker, Sheriff  
640 River Street  
Allegan, MI 49010  
(269) 673-0467

[fbaker@allegancounty.org](mailto:fbaker@allegancounty.org)

Prosecuting Attorney's Office  
Myrene K. Koch, Prosecutor  
113 Chestnut Street  
Allegan, MI 49010  
(269) 673-0280

[mkoch@allegancounty.org](mailto:mkoch@allegancounty.org)

### DISTRICT 6

Gale Dugan  
269-694-5276  
gdugan@allegancounty.org

### DISTRICT 7

Rick Cain  
269-744-7918  
rcain@allegancounty.org

#### Mission Statement

"The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper"

**CHILD CARE FUND—APPROVE BUDGET PLAN FOR FY2021**

**22/ BE IT RESOLVED** that the Allegan County Board of Commissioners hereby approves the County Child Care Budget in the amount of \$4,568,604.74 for the period October 1, 2020 through September 30, 2021; and

**BE IT FINALLY RESOLVED** that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner Thiele to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

## Allegan County Grants

### Request for Action (RFA) Form - Application / Acceptance

#### Section I - General Information

Name of Grant	Grant Period / Term
<b>Child Care Fund</b>	Oct 1, 2020- Sept 30, 2021
Source of Grant Funding - Agency Name	Federal, State, Local
MI Dept of Health and Human Services (MDHHS)	State
Submitted by and/or Program Manager	Service Area Requesting
Erin Stender/Chris Dulac	Courts
Brief summary of Grant program	Provides funding to reimburse Allegan County primarily for costs that support programming for neglected, abused, and delinquent youth in Michigan.

#### Section II - Application

Request Type	Renewal Grant	Work Order No.	191-391
Specific Action Requested	BOC Approval	Request Date	7/27/2020
Request Submission Deadline (Date)	8/15/2020	Approval Date	
Grant request approved by BOC with Budget	YES		
Signatures Needed	County administrator		
<b>Funding Sources</b>	<b>Estimated amounts approved with Grant Renewal list</b>	<b>Application Amount</b>	
Grant Funding	\$ 2,455,013	\$	2,284,303
Required Local Match	\$ 2,530,469	\$	2,284,302
Other Revenue	\$ 494,450	\$	-
<b>TOTAL</b>	<b>\$ 5,479,932</b>	<b>\$</b>	<b>4,568,605</b>

#### Notes or Additional Information

#### Metrics and Measurements at Application - Identify Goals and Purpose

Out of Home Care - Juvenile Justice : reimburses 50 percent of board and care expenditures for youth in eligible abuse/neglect or juvenile justice out-of-home placements. Eligible placements include youth living in licensed family foster homes, independent living placements, or a licensed child caring institution.	Customers - valuable and necessary quality services
In-Home Care - intended to provide early intervention services for youth who are within, or likely to come within the jurisdiction of the family court for delinquency, abuse or neglect AND/OR those affecting a youth's early return to his or her home from foster care or institutional care.	Customers - valuable and necessary quality services
County/Court-Operated Facilities - Direct Expenditures for out-of-home care, including day treatment facilities, by the court, and/or the tribal/county MDHHS	Customers - valuable and necessary quality services
Out of Home Care - Neglect Abuse - Juvenile Justice : reimburses 50 percent of board and care expenditures for youth in eligible abuse/neglect or juvenile justice out-of-home placements. Eligible placements include youth living in licensed family foster homes, independent living placements, or a licensed child caring institution.	Customers - valuable and necessary quality services

## County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)

Children's Services Agency

Allegan County for October 1, 2020 through September 30, 2021

Organization	Court Contact Person	Telephone Number	Email Address
Allegan County	Christopher Dulac - CCF Organization Management	(269) 673-0333	cdulac@allegancounty.org
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2020 through September 30, 2021	Tim Click - CCF Organization Management	(269) 948-3205	clickt@michigan.gov

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Court or Tribal Supervised		\$0.00	\$203,000.00	\$203,000.00
B. In-Home Care		\$0.00	\$1,022,788.74	\$1,022,788.74
C. County/Court-Operated Facilities		\$0.00	\$3,342,816.00	\$3,342,816.00
<b>D. Subtotals (A+B+C)</b>		\$0.00	\$4,568,604.74	\$4,568,604.74
E. Revenue		\$0.00	\$0.00	\$0.00
F. Net Expenditure		\$0.00	\$4,568,604.74	\$4,568,604.74

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Neglect Abuse		\$0.00	\$701,200.00	\$701,200.00
Please Note: The <i>Neglect/Abuse Out-of-Home Care</i> amount reflects ONLY the county court's share of these expenditures. Effective October 2019 the State of Michigan pays 100% of Neglect/Abuse Out-of-Home placements and the county then reimburses the state 50%.				

Cost Sharing Ratios	County 0% / State 100%	Court	Combined
Foster Care During Release Appeal Period		\$0.00	\$0.00

Cost Sharing Ratios	County 0% / State 100% \$15,000.00 Maximum	MDHHS	Court	Combined
Basic Grant		\$0.00	\$0.00	\$0.00

<b>Total Expenditure</b>	\$4,568,604.74
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BUDGET DEVELOPMENT CERTIFICATION	
THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2020 through September 30, 2021; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.	
Presiding Judge	Date
County Director of MDHHS Signature	Date
Chairperson, Board of Commissioner's Signature	Date
And/or County Executive Signature	Date
Michigan Department of Health & Human Services (MDHHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your area.	AUTHORITY: Act 87, Publication of of 1978, as amended. COMPLETION: Required. PENALTY: State reimbursement will be withheld from local government.

**DISCUSSION ITEMS:**

**2021 BUDGET—APPROVE PERSONNEL REQUESTS**

**23/ WHEREAS**, on July 9, 2020, the County Administrator updated the Board regarding personnel requests received through the 2021 budget submission process; and

**WHEREAS**, such requests have been analyzed by the Administrative Team in conjunction with the requesting departments and reviewed based on need and affordability; and

**WHEREAS**, each position requested through the 2021 budget submission has merit to be considered now or in the future (based on existing or future needs); and

**WHEREAS**, based on the current funding environment, it is recommended the County Administrator be authorized to create, fill or change the following positions coterminous with the external funding source or materially consistent with the reallocated funding sources described; and

<u>Dept</u>	<u>Position Request</u>	<u>Funding Source</u>
<b>Fully Funded review in August</b>		
Circuit Court - Cheever	Reclass Part-time Treatment Specialist to Full-time	Completed - Board Previously Updated
Admin.	New Administrative Legal Counsel	Reallocating existing legal contractual or personnel funds, to fund position.
Clerk	New Part-time Deputy Circuit Court Clerk (25 hours a week)	Utilizing CPL funds
Health	New Epidemiologist	Additional ELPHS funds
Health	New Health Educator	Additional ELPHS funds and reallocation of Personal Health Assistant
Health	Eliminate Personal Health Assistant (1/1/2021)	

**WHEREAS**, it is further recommended the remaining positions be considered through the 2021 budget process, or at a later time based on potential revenue changes as shown below.

<b>Additional Appropriation Requested - New Requests for Consideration with 2021 Budgets</b>		
District Court	New Two Full-time Deputy District Court Clerks	
FOC	New Bench Warrant Officer	
Pros. Attny	Reclass Two IRPT Legal Admin. To Two Full-time Specialists	
<b>Additional Appropriation - Previous Requests for evaluation later in 2021</b>		
Pros. Attny	New Two Assistant Prosecuting Attorneys	
Sheriff	New Criminal Sexual Assault Detective	
Sheriff	New Domestic Violence Detective	
Sheriff	New General Case Detective	
Sheriff	New Deputy Sheriff - Road Patrol	

**THEREFORE BE IT RESOLVED** the Board accepts and approves the recommendations outlined above effective immediately; and

**BE IT FINALLY RESOLVED** that the County Administrator is authorized to sign the necessary documents on behalf of the County and the Executive Director of Finance is authorized to perform the necessary budget adjustments to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the resolution as presented.

Commissioner Thiele requested division of the question to have the Administrative Legal Counsel as a separate action.

Motion carried by roll call vote to approve the position requests for Circuit Court Cheever; Clerk and 3 Health positions by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Motion carried by roll call vote to approve the Administrative Legal Counsel position by roll call vote. Yeas: Kapenga, Storey, DeYoung, Dugan and Cain. Nays: Thiele and Jessup.

**SHERIFF'S OFFICE—AUTHORIZE VEHICLE REPLACEMENT**

**24/ WHEREAS**, one Sheriff police interceptor vehicle was totaled due to an accident; and

<b>Vehicle Description:</b>	<b>MMRMA Claim Reimbursement:</b>	<b>Additional CIP Requested:</b>
Unit #17 VIN GC91772	\$9,000	\$23,994

**THEREFORE BE IT RESOLVED** that the Board of Commissioners authorizes the capital purchase of one police interceptor vehicle from Signature Ford at \$32,994 through the Macomb County Bid 21-18 Cooperative Agreement; and

**BE IT FURTHER RESOLVED**, the County Administrator is authorized to allocate \$23,994 from capital and the \$9,000 received from MMRMA for the total loss of the unit, for a total of \$32,994; and

**BE IT FINALLY RESOLVED** that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Kapenga, seconded by Commissioner Dugan to approve the resolution as presented for immediate action. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Jessup, Dugan and Cain. Nays: Thiele.

**ADMINISTRATION—CDBG/CARES AND OTHER FUNDS FOR REIMBURSEMENT COVID EXPENDITURES**

**25/ WHEREAS**, the U.S. Department of Housing & Urban Development (HUD) has awarded MI Economic Development Corp (MEDC) funds to reimburse COVID related expenditures through the Community Development Block Grant (CDBG) from January 21, 2020 to December 31, 2020; and

**WHEREAS**, Allegan County wishes to continue the Community Development Block (CDBG) Housing Program funded through the Michigan State Housing Development Authority (MSHDA); and

**WHEREAS**, numerous COVID related funding opportunities continue to become available, often with short timeframes for response.

**THEREFORE BE IT RESOLVED** that the Allegan County Board of Commissioners hereby approves the application for and acceptance of CARES reimbursement for COVID expenditures for a total of \$320,354 or greater if permitted by the program from January 21, 2020 through December 31, 2020; and

**BE IT FURTHER RESOLVED** that the County Administrator is authorized through March 31, 2021, to apply for and accept any COVID related funding

opportunities to reimburse County expenditures or to provide funding for direct services to eligible populations (e.g. veterans, low to moderate income, seniors, etc.) during the pandemic; and

**BE IT FURTHER RESOLVED** updates on funding sources pursued will be provided through the Administrator's Report, Quarterly Performance Reports and/or Request for Action Reports

**BE IT FINALLY RESOLVED** that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner Cain to approve the resolution as presented. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Dugan and Cain. Nays: Thiele and Jessup.

**HUMAN RESOURCES—DRAIN ENGINEER POSITION WAGE STEP**

**26/ WHEREAS**, through policy, the County Administrator's authority to offer an initial wage step is limited to the midpoint of an established wage range; and

**WHEREAS**, the Drain Engineer position has specialized requirements and workforce availability and current pay within the market heavily influences what a fair and reasonable wage offering is at any point in time; and

**WHEREAS**, the Board has previously authorized the Administrator to approve a wage step above the midpoint for the Drain Engineer position.

**THEREFORE BE IT RESOLVED**, that the Board of Commissioners does hereby authorize the County Administrator to approve any wage step necessary within the C42 range for the Drain Engineer position, upon receipt of an analysis and recommendation from Human Resources, which shall also include input from the Drain Commissioner and demonstration of a candidate's experience and qualifications commensurate with the wage step being recommended; and

**BE IT FINALLY RESOLVED**, that the Executive Director of Finance is authorized to make any necessary budget adjustments to complete this action.

Moved by Commissioner Thiele, seconded by Commissioner Jessp to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**APPOINTMENTS: TOURIST COUNCIL**

**27/** Chairman Storey announced the appointment of the following individual to the Tourist Council to fill the remainder of a 3-year term; term to expire 12/31/2021.

Tim Perrigo, 176 Jackson St, Allegan MI

Moved by Commissioner Dugan, seconded by Commissioner Cain to approve the appointment as made. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

**PUBLIC PARTICIPATION - COMMENTS**

28/ Chairman Storey opened the meeting to public participation and the following individuals offered comments:

1. Scott Beltman of 3110 130<sup>th</sup> Ave in Hopkins thanked the board for approving the off road vehicle ordinance communication
2. Sheriff Baker informed the Board that former State Representative and County Treasurer Fulton Sheen presented a plaque to the Sheriff's Department officers and personnel for their dedication to the community from the non-profit organization he is currently with - Isaiah 5812 Disaster Relief and Preparedness.

**ADJOURNMENT UNTIL AUGUST 27, 2020 AT 1:00 P.M.**

29/ Moved by Commissioner Dugan, seconded by Commissioner Kapenga to adjourn until August 27, 2020 at 1:00 P.M. The motion carried and the meeting was adjourned at 4:38 P.M.



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Deputy Clerk



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Board Chairperson

Minutes approved during the 08/27/2020 Session