

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

JANUARY 27, 2011 SESSION

JOURNAL 60

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January 27, 2011 Session

JANUARY 27, 2011 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Commissioners' Room of the County Services Building in the Township of Allegan on January 27, 2011, at 1:00 P.M. in accordance with the motion for adjournment of January 13, 2011, and rules of this Board; Chairman DeYoung presiding.

The invocation was offered by District 10 Commissioner Campbell.

The 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	TERRY BURNS	DIST #7	DON BLACK
DIST #2	STEVE McNEAL	DIST #8	TOM JESSUP
DIST #3	PAUL VanECK	DIST #9	BILL SAGE
DIST #4	MARK DeYOUNG	DIST #10	JON CAMPBELL
DIST #5	DEAN KAPENGA	DIST #11	LARRY JONES
DIST #6	MAX THIELE		

PUBLIC PARTICIPATION - NO COMMENTS

2/ Chairman DeYoung opened the meeting to public participation and as there were no comments, he closed the meeting to public participation.

AGENDA - ADOPTED AS DISTRIBUTED

3/ Moved by Commissioner VanEck, seconded by Commissioner Kapenga to adopt the meeting agenda as distributed. Motion carried.

PRESENTATIONS:

VOLUNTEER MEDICAL CORP - UNITED WAY

4/ Mimi Gabriel, United Way Director, addressed the grant they have received to address the problems relating to a shortage of health professionals and the high number of medically underserved population in the county. She stated that they will be hosting two medical clinics where they will gather information on the needs of this population as well as provide them with medical services.

She distributed magnets explaining the 211 free referral line for services.

LAKESHORE COORDINATING COUNCIL

5/ Karen Youngs Hartley, Director of the Lakeshore Coordinating Council addressed the treatment services provided through the council using PA 2 funds. She reported that the advertisements which they ran in the newspaper detailing the services available were effective and the various treatment programs found additional clients through this campaign. She explained the Shelter-plus care; funding provided through a HUD grant to provide assistance in the form of rent for substance abuse clients. Since the State did not renew this grant, this will be the last year it's provided.

Last year the council received community block grant funding which had to be spent during the 2010 calendar year. Because they received that funding, the unused funding for various programs was rolled over for use this year.

LAKESHORE COORDINATING COUNCIL - PA 2 FUNDS FY 2011 ALLOCATIONS

6/ Moved by Commissioner Thiele, seconded by Commissioner Jones to set this on the February 10, 2011 consent agenda. Motion carried.

INFORMATIONAL SESSION - LAND INFORMATION SERVICES

7/ Valdis Kalnins, Land Information Services Director gave an update on the LIS activities in 2011. He addressed the county aerial imagery project which provided us \$75,000 of imagery for an outlay of \$16,000 and required coordinating with the local units of government. He addressed the goal of reducing the number of times a dispatcher has to use manual means to locate an address from 12% to 5% of the time. He addressed the work on the Master plan which saved approximately \$80,000 compared to the cost we paid 10 years ago. He addressed some of the local services he has provided information for: economic development, the casino opening, the B-93 Birthday Bash parking and evacuation plan, and the floodplain mapping. He outlined some of the projects he will be working on in the future such as reapportionment,

ADMINISTRATIVE REPORTS:

8/ Administrator Rob Sarro reported that funds were put in escrow to pay for LEIN services. He stated that it seems that all parties are comfortable with where things are at the present time and that the extra charges were addressed, but now everyone is in agreement to pay those bills. He would recommend we pay the 2009/2010 bills. He addressed the Saugatuck Harbor issue. He doesn't feel they have enough to offer a recommendation as to whether or not the county will participate. He does feel that perhaps we should have Kevin Ricco attend the meetings as an observer to obtain information and understand what their plan is.

FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS

9/ Moved by Commissioner VanEck, seconded by Commissioner Campbell to approve the report of claims and interfund transfers for December 10, 2010, December 17, 2010, January 14, 2011 and

January 21, 2011 as presented. Motion carried by roll call vote:

Yes - 11 votes. No - 0 votes. Absent - 0 votes.

HONORABLE BOARD OF COMMISSIONERS OF ALLEGAN COUNTY,
Your committee on Finance has authorized the following claims for December 10, 2010. 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. Said claims are listed in the 2010 Claims Report, Liber ____, and Commissioners' Record of Claims.

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund	\$65,695.13	\$65,695.13	
Parks & Recreation Fund	\$3,094.37	\$3,094.37	
Central Dispatch/E911 fund	\$27,748.58	\$27,748.58	
Friend of the Court Fund	\$299.25	\$299.25	
Health Department Fund	\$48,989.83	\$48,989.83	
Transportation Grant	\$35,919.60	\$35,919.60	
Law Library Fund	\$2,140.84	\$2,140.84	
Grants	\$1,233.89	\$1,233.89	
Child Care - Circuit/Family	\$33,282.62	\$33,282.62	
Delinquent Tax Revolving Fund	\$341,699.36	\$341,699.36	
Self-Insurance Fund	\$620,634.71	\$620,634.71	
Drains	\$35,038.13	\$35,038.13	
TOTAL AMOUNT OF CLAIMS	\$1,215,776.31	\$1,215,776.31	

Respectfully submitted, COMMITTEE OF FINANCE

HONORABLE BOARD OF COMMISSIONERS OF ALLEGAN COUNTY,
Your committee on Finance has authorized the following claims for December 17, 2010. 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. Said claims are listed in the 2010 Claims Report, Liber ____, and Commissioners' Record of Claims.

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund	\$125,075.60	\$125,075.60	
Parks & Recreation Fund	\$338.16	\$338.16	
Central Dispatch/E911 fund	\$12,246.63	\$12,246.63	
Register of Deeds Automation Fund	\$186.53	\$186.53	
Health Department Fund	\$35,510.79	\$35,510.79	
Transportation Grant	\$50,667.39	\$50,667.39	
Palisades Emergency Planning Facility up	\$86.20	\$86.20	
Drug Law Enforcement Fund-Prosecutors	\$73.87	\$73.87	
Law Library Fund	\$2,027.90	\$2,027.90	
CDBG Loan Repayment	\$1,000.00	\$1,000.00	
Grants	\$11,639.00	\$11,639.00	
Fillmore TWP	\$377.61	\$377.61	
Lee TWP - C.O.P.S.	\$116.00	\$116.00	
Child Care - Circuit/Family	\$4,850.17	\$4,850.17	
Veteran's Trust Fund	\$870.30	\$870.30	
Water/Sewer #3 Refunding Bonds Otsego	\$112.50	\$112.50	
Casco-South Haven Debt	\$112.50	\$112.50	
Fillmore Water/Sewer #8 Debt Service	\$112.50	\$112.50	
Otsego Water/Sewer Refunding Bond	\$112.50	\$112.50	

Delinquent Tax Revolving Fund	\$2,180.68	\$2,180.68	
Tax Reversion	\$127.72	\$127.72	
Self-Insurance Fund	\$19,616.28	\$19,616.28	
Drains	\$54,192.49	\$54,192.49	
TOTAL AMOUNT OF CLAIMS	\$321,633.32	\$321,633.32	

Respectfully submitted, COMMITTEE OF FINANCE

HONORABLE BOARD OF COMMISSIONERS OF ALLEGAN COUNTY,
Your committee on Finance has authorized the following claims for January 14, 2011. 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. Said claims are listed in the 2011 Claims Report, Liber ____, and Commissioners' Record of Claims.

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund	\$154,350.28	\$154,350.28	
Parks & Recreation Fund	\$386.49	\$386.49	
Central Dispatch/E911 fund	\$15,379.15	\$15,379.15	
Health Department Fund	\$35,226.65	\$35,226.65	
Transportation Grant	\$75,885.83	\$75,885.83	
Public Improvement Fund	\$979.21	\$979.21	
Register of Deeds Automation Fund	\$4,701.58	\$4,701.58	
Palisades Emergency Planning Facility up	\$1,050.26	\$1,050.26	
LocalCorrections Officers Training	\$2,136.50	\$2,136.50	
Self-Insurance Fund	\$621,212.95	\$621,212.95	
Delinquent Tax Revolving Fund	\$35,986.23	\$35,986.23	
Grants	\$1,350.00	\$1,350.00	
Child Care – Circuit/Family	\$25,590.25	\$25,590.25	
Senior Millage	\$49,905.40	\$49,905.40	
Drains	\$83,773.02	\$83,773.02	
TOTAL AMOUNT OF CLAIMS	\$1,107,913.80	\$1,107,913.80	

Respectfully submitted, COMMITTEE OF FINANCE

HONORABLE BOARD OF COMMISSIONERS OF ALLEGAN COUNTY,
Your committee on Finance has authorized the following claims for January 21, 2011. 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. Said claims are listed in the 2011 Claims Report, Liber ____, and Commissioners' Record of Claims.

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund	\$208,069.26	\$208,069.26	
Parks & Recreation Fund	\$529.84	\$529.84	
Central Dispatch/E911 fund	\$1,060.34	\$1,060.34	
Health Department Fund	\$39,564.52	\$39,564.52	
Transportation Grant	\$188,694.14	\$188,694.14	
Register of Deeds Automation Fund	\$67.26	\$67.26	
Law Library Fund	\$1,925.40	\$1,925.40	
LocalCorrections Officers Training	\$450.00	\$450.00	
Self-Insurance Fund	\$26,427.51	\$26,427.51	
Delinquent Tax Revolving Fund	\$1,150.98	\$1,150.98	
Tax Reversion	\$8,050.00	\$8,050.00	

Grants	\$8,422.74	\$8,422.74	
Fillmore TWP	\$397.18	\$397.18	
Child Care – Circuit/Family	\$3,440.48	\$3,440.48	
Senior Millage	\$1,216.95	\$1,216.95	
Drains	\$374.88	\$374.88	
TOTAL AMOUNT OF CLAIMS	\$489,841.48	\$489,841.48	

Respectfully submitted, COMMITTEE OF FINANCE

SHERIFF'S DEPARTMENT—PROFESSIONAL COUNSELING AND PSYCHIATRIC SERVICES AGREEMENT AMENDMENT

10/ BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the recommendations of the Sheriff's Department and the Director of Finance to approve as presented the Professional Counseling and Psychiatric Services Agreement Amendment with Steven R. De Groot Ph. D., 2015 Kalamazoo SE, Suite #1 Grand Rapids, Michigan 49507; and

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

Moved by Commissioner Burns, seconded by Commissioner VanEck to adopt the resolution as presented. Motion carried by roll call vote: Yes - 10 votes. No - 1 votes. Absent - 0 votes.

Y	TERRY BURNS	Y	DON BLACK
Y	STEVE McNEAL	Y	TOM JESSUP
Y	PAUL VanECK	Y	BILL SAGE
Y	MARK DeYOUNG	Y	JON CAMPBELL
Y	DEAN KAPENGA	Y	LARRY "CASEY" JONES
N	MAX THIELE		

**ADDENDUM #1 to PROFESSIONAL COUNSELING
and PSYCHIATRIC SERVICES AGREEMENT**

Between Steven R. De Groot Ph.D.

And

The County of Allegan

The purpose for this addendum is to:

1. Add additional services for Methamphetamine Diversion Program

Addendum additions

The following are additions to each Section of the Contract:

1. Section 3 – General Description of Professional Services:
 - a. The Contractor shall provide Methamphetamine Diversion Program through substance abuse counseling treatment and administrative services, as described in

Attachment C.

January 27, 2011 Session

- 2. Section 4 – Compensation to be Paid to Contractor:
 - a. The Contractor is to be paid for Methamphetamine Diversion Program according to Attachment C.

- 3. Section 5 – Date of Commencement and Duration
 - a. This Addendum begins September 27, 2010 and will continue until a contractor is selected through the Request for Proposal process, according to Attachment C.

- 4. Section 6.15 – Entirety of Agreement
 - a. This Agreement includes this document and by its reference, incorporates the following:
 - i. Attachment C – Methamphetamine Diversion Program

Steven R. De Groot Ph.D. and the County of Allegan, agree to modify the above referenced contract as follows effective September 27, 2010. It is understood and agreed that all other conditions of the original agreement remain the same.

The individual or officer signing this amendment certifies by his or her signature that he or she is authorized to sign this amendment on behalf of the responsible governing board officials or agency.

ALLEGAN COUNTY

Steven De Groot, Ph.D.

By: _____
 Its: _____
 Date: _____

By: _____
 Its: _____
 Date: _____

**ATTACHMENT “C”
 PROFESSIONAL SERVICE AGREEMENT**

This agreement is between The Allegan County Sheriff’s Office (Sheriff) and Steven R. De Groot Ph. D. (Dr. De Groot) whose address is 2015 Kalamazoo SE, Suite #1 Grand Rapids, Michigan 49507.

This agreement pertains to the *Methamphetamine Diversion Program* and substance abuse counseling treatment for said program, for the purpose of coordinating supervision and counseling for the participants of the *Methamphetamine Diversion Program*.

This is an interim agreement to continue the Meth Diversion Program until such time the County Contacts with a Service provided through the RFP (Request for Proposal) process.

Therapist:

The therapist for the *Methamphetamine Diversion Program* will have or shall be working toward a Masters of Social Work or Psychology or equivalent from an accredited university. The individual will be licensed to practice in the State of Michigan and will be covered under a current liability insurance policy. The Therapist duties are outlined in the *Methamphetamine Diversion Program* (see appendix 1) and will be paid at a rate of \$26.00 per hour. This is not to exceed 30 hours per week. This includes two group sessions and one individual session weekly for clients in appropriate phases of treatment.

Case Management:

The *Methamphetamine Diversion Program* requires a Case Manager. The Case Manager will be responsible for the random testing and the daily supervision of the clients. The Case Manager is phoned daily by each participant, and he/she fields problems and works as a liaison between the probation officer and the client. The Case Manager will manage files on each participant, collect fees and enter computer data.

The Case Manager will be paid at a rate of \$4,000.00 per month.

Clinical Supervision:

Dr. De Groot shall provide Clinical Supervision of the Therapist and Case Manager. The supervision will satisfy state licensure requirements and provide the individuals with feedback and direction.

The cost of Clinical Supervision shall not be more than \$1,500.00 per month.

Administrative and Support Services:

Administrative duty activities such as attendance at bi-weekly case evaluation meetings, acting as a liaison to jail personnel, as well as other administrative issues and paperwork, will be billed at \$850.00 per month.

Office Space:

The office currently rented at the ANNEX would continue. The office cost is \$185.00 per month with technical costs being computer and telephone costs (land and cell) in addition at \$100.00 per month.

The total of all costs shall not be more than \$9,755.00 per month.

Invoicing:

Invoices for these services will need to be invoiced separately from all other services or contracts. Payment terms are NET 30 days.

This agreement can be terminated by either the Sheriff or Dr. De Groot with a 30 day notice to terminate.

This agreement begins September 27, 2010 and can continue on a monthly basis until a contractor is identified through the RFP process.

AGREED:

_____ Date: _____

_____ Date: _____

Appendix 1

Scope of Services

Dr. Steven De Groot agrees to undertake, perform and complete the following in accordance with the terms and conditions of the Agreement:

- A. Assist the County with implementation and monitoring of the methamphetamine project in Allegan County.
- B. Track arrests in Allegan County to identify potential program participants for the Methamphetamine Diversion program
- C. Work in conjunction with the Allegan County Jail and the Allegan County Probation/Parole Departments to identify and place program participants.
- D. Screen potential participants for program eligibility
- E. Monitor participant's progress in program phases
- F. Coordinate and attend scheduled meetings of the Allegan County Methamphetamine Diversion Program Review Team.
- G. Provide input to the Allegan County Methamphetamine Program Review Team regarding potential program participant eligibility, and participant's progress in the program.

- H. Develop agenda items and meeting minutes of scheduled meetings and distribute to the Allegan County Methamphetamine Program Review Team.
- I. Implement and oversee the jail educational component of the program.
- J. Schedule and meet with program participants in keeping with program requirements.
- K. Conduct random home and work checks on program participants to include administering of P.B.T. and/or drug screens.
- L. Implement and monitor urine drop lines.
- M. Provide monthly reports to the Allegan County Community Corrections Manager, supervising Probation/Parole Agent, and Substance Abuse Treatment Providers.
- N. Be responsible for data collection of all aspects of the Allegan Methamphetamine Diversion Program.
- O. Accept and perform other methamphetamine program duties as may be assigned.
- P. Record each P.B.T. and /or drug screen that have been administered to participants and submit to the Inmate Programs Supervisor.
- Q. Serve as a consultant regarding the policies and procedures of the program as well as assist in the decision making process regarding changes to existing programmatic issues.
- R. Serve as a member of the Allegan County Methamphetamine Diversion Initiative Program Review Team.
- S. Maintain and train or recruit and train a qualified Case Manager for the Allegan County Methamphetamine Diversion Initiative Program.
- T. Provide program materials including workbooks, facilitator guidebooks, and administrative guidebooks for Methamphetamine Diversion Initiative Program participants.

TRANSPORTATION—FY2012 OPERATING & CAPITAL ASSISTANCE APPLICATIONS

11/ BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the request from the Transportation Department to approve the attached FY2012 Michigan Department of Transportation (MDOT) applications for operating and capital assistance: State Operating of \$414,259 Federal Operating - Section 5311 of \$206,460, Specialized Services Operating of \$106,704, Job Access Reverse Commute of \$93,000; and Capital Section, New Freedom-Mobility Management of \$20,000, and

BE IT FURTHER RESOLVED that the Board Chairman and/or the County Administrator are authorized to sign the necessary documents and MDOT project authorizations, and the Finance Director is authorized to make necessary budget adjustments on behalf of the County.

Moved by Commissioner Black, seconded by Commissioner VanEck to adopt the resolution as presented. Motion carried by roll call vote: Yes - 11 votes. No - 0 votes. Absent - 0 votes.

EVALUATION FORM - SHERIFF'S OFFICE & CORRECTIONS CENTER

12/ Chairman DeYoung stated that this form has been put together to enable easier evaluation of the designs being presented. He opened discussion regarding the evaluation document. Rob stated that next week the architects will be presenting designs. The goal is to use the form to organize discussion.

AREA AGENCY ON AGING - APPOINTMENT

13/ Chairman DeYoung announced the appointment of Commissioner Black to a two-year term on the Area Agency on Aging; term to expire December 31, 2012.

Moved by Commissioner McNeal, seconded by Commissioner Campbell to confirm the appointment as made. Motion carried.

BREAK - 3:00 P.M.

14/ Upon reconvening at 3:15 P.M., the following Commissioners were present: Commissioner Burns, McNeal, VanEck, DeYoung, Kapenga, Thiele, Black, Jessup, Sage, Campbell and Jones. Absent - None.

FEBRUARY 3, 2011 MEETING - AMEND STARTING TIME

15/ Rob stated that next week the meeting will be held in the Zimmerman room and the agenda is fairly full. He asked if there was consensus to start the meeting at 8:30 A.M. It was decided to post the start time for the meeting at 8:30 A.M.

RECESS TO CLOSED SESSION - COLLECTIVE BARGAINING & SECURITY PLANS

16/ Moved by Commissioner Jones, seconded by Commissioner Thiele to recess to closed session to address collective bargaining issues and security plans. Motion carried by roll call vote: Yes - 11 votes. No - 0 votes. Absent - 0 votes. The meeting was recessed at 3:42 P.M.

C L O S E D S E S S I O N

RECONVENE-ROLL CALL

17/ Upon reconvening at 4:28 P.M. the following Commissioners were present: Commissioner Burns, McNeal, VanEck, DeYoung, Kapenga, Thiele, Black, Jessup, Sage, and Jones. Absent - Commissioner Campbell who was excused at 4:02 P.M.

FACILITY EMERGENCY PLANS—APPROVE PLANS

18/ BE IT RESOLVED, that the Allegan County Board of Commissioners hereby approves the facility emergency plans for all county buildings as discussed in closed session; and

BE IT FURTHER RESOLVED, that training and drills as outlined within the plans be provided to employees immediately.

Moved by Commissioner Kapenga, seconded by Commissioner Black to adopt the resolution as presented. Motion carried by roll call vote: Yes - 10 votes. No - 0 votes. Absent - 1 vote.

ADJOURNMENT UNTIL FEBRUARY 10, 2011 AT 1:00 P.M.

19/ Moved by Commissioner VanEck, seconded by Commissioner Burns to adjourn until February 10, 2011 at 1:00 P.M. The motion carried and the meeting was adjourned at 4:30 P.M.


Clerk/ Register

