FINANCE COMMITTEE
September 11, 2019
Minutes

Members Present: Grebner, Crenshaw (left at 7:23 p.m.), Maiville, Morgan (arrived at 6:04 p.m., left at 7:23 p.m.), Polsdofer (arrived at 6:04 p.m.), Schafer, and Tennis.

Members Absent: None.


The meeting was called to order by Chairperson Grebner at 6:00 p.m. in Conference Room D & E of the Human Services Building, 5303 South Cedar Street, Lansing, Michigan.

Approval of the August 21, 2019 Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER STATED THE AUGUST 21, 2019 MEETING MINUTES WERE APPROVED AS PRESENTED. Absent: Commissioners Polsdofer and Morgan.

Additions to the Agenda

None.

Limited Public Comment

None.

1. Overview of Liaison Committee Recommendations

Michael Townsend, Budget Director, stated that the Liaison Committees met and approved the Controller Recommended Budget general fund of $87,792,700 and a total Budget of $267,187,745 which including recommendation of funding for 1,223.48 positions. He further stated that the County Services Committee met August 28, 2019 and approved their budget and recommended two Z-List items totaling $208,331, of which $159,664 was from the general fund.

Mr. Townsend stated that the Human Services Committee met on August 26, 2019 and approved their budget and recommended three Z List items totaling $145,375. He further stated that two were capital improvement projects and that one was a position.
Mr. Townsend stated that the Law and Courts Committee met on August 29, 2019 and approved their budget, recommending six items totaling $575,744. He further stated that there were six positions: three from the Sheriff’s Department, one from Probate Court, and two from the Prosecutor’s Office.

Mr. Townsend stated that the total items referred to the Finance Committee cost $929,450 of which we have $300,000. He further stated that there were some recommended changes to the Budget.

Mr. Townsend stated that for the two Innovation & Technology positions that came out of County Services that cost $208,331, it was recommended to use the general fund cost of $159,664 for Committee consideration.

Chairperson Grebner asked what the two amounts were for the two positions.

Mr. Townsend stated that they were $89,892 for the Security Analyst and $69,689 for the Computer Technician II.

Mr. Townsend stated the two capital improvement project requests totaling $65,000 that were recommended to the Z List in the Human Services Committee, be brought to the Board of Commissioners in October for funding in 2019 with the funds coming from contingency.

Chairperson Grebner asked what the current balance of the contingency fund was.

Mr. Townsend stated that the balance was $326,950.

Commissioner Schafer asked if they were eliminating the dollar amounts they had.

Mr. Townsend stated that that was action the Committee would have to take but that was what the Controller’ Office was recommending.

Mr. Townsend stated that the Community Mental Health request was shorted and needed to be increased by $41,689, bringing the corrected total to $2,112,482. He further stated that the Community Corrections request had changed and needed to be increased by $3,569, bringing the corrected total to $451,335.

Mr. Townsend stated that the total for both adjustments resulted in an increase of the use of the fund balance in the General Fund of $45,258, which would bring the total from $1,989,768 to $2,035,026.

Chairperson Grebner stated that, in effect, this would just be handled but not as part of the Committee deliberations.

Mr. Townsend stated that the adjustments would change the total Controller’s Recommended Budget to $267,233,033 and the general fund portion to $87,837,958.
Teri Morton, Deputy Controller, stated that all of the information was in the memorandum in the agenda.

Chairperson Grebner stated that the Committee would proceed by going through the recommendations of the Liaison Committees and that he would assume they were following the staff recommendation on the adjustments that were just made. He further stated that because there was no sensible way to proceed so the Committee would have to proceed senselessly.

Commissioners Morgan and Polsdofer arrived at approximately 6:04 p.m.

Discussion.

Chairperson Grebner stated that he proposed that the Committee have a presentation from each of the Departments with items on the Z List or from anyone else with concerns about the Controller’s Recommended Budget.

2. **Review and Action on Law & Courts Committee Recommendations**

Undersheriff Andy Bouck stated that he was speaking on behalf on sheriff Wriggelsworth who was running in the 9-11 Hero Run. He further summarized the Z List request for two Clerical Receiving positons made at the Law and Courts Committee meeting on August 29, 2019.

Chairperson Grebner asked about the transition to the new facility.

Undersheriff Bouck stated that a loose timeline would likely be three years for the Jail and five years for the entire Justice Complex.

Chairperson Grebner asked if 2023 was plausible.

Undersheriff Bouck stated that it was.

Chairperson Grebner asked how all of the positions figure into staffing needs at the new jail.

Undersheriff Bouck stated that the hope was the new facility would not need additional staff but there was no way of knowing that until they got there.

Commissioner Maiville stated that previously there were 2-3 corrections deputies added to alleviate overtime.

Chairperson Grebner stated that that might have happened around 2012.

Commissioner Maiville stated that year to date the Sheriff’s Department had $250,000 in overtime and asked how much of this overtime would be alleviated with an investment of roughly $240,000.
Undersheriff Bouck stated that the profession was so incident driven that he could not give an exact answer. He further stated that it would assist because the clerical positions would free up the deputies instead of calling in an overtime person.

Commissioner Morgan stated that by hiring two clerical employees the Sheriff’s Department would effectively gain two corrections deputies back out doing non-clerical duties.

Undersheriff Bouck stated that the corrections deputies already worked there and would be freed up to do corrections facility work.

Chairperson Grebner asked if he literally meant that adding one full time clerical position it would free up one full time deputy.

Undersheriff Bouck stated that to a certain he did mean that a civilian taking over the clerical duties would free up a uniformed deputy to use throughout and outside of the facility.

Chairperson Grebner stated that he meant the Sheriff’s Department would not end up with 1,700 hours of freed up time.

Undersheriff Bouck stated that that was not exactly the case.

Discussion.

Commissioner Morgan stated that it seemed that the clerical workers would be more qualified to do clerical work and correction deputies would be much more qualified to do their jobs, so it would be much more efficient.

Undersheriff Bouck stated that this would be a better way of doing things.

Chairperson Grebner stated that and alternative argument was that to have dual trained employees who could perform both functions and shift back and forth was more efficient. He further stated that there were two ways to go and that at some point he expected to be asked for another corrections officer in the clerical receiving position.

Commissioner Morgan stated that he guessed he would see in forty years if that held true.

Undersheriff Bouck thanked the Commissioners

Chairperson Grebner thanked Undersheriff Bouck.

Hon. Richard J. Garcia, Chief Judge of Probate, introduced Jodi Latuszek, Supreme Court Administrator, and Morgan Cole, Probate Register. He further summarized the Z List request for a Deputy Probate Register III position that was made at the Law and Courts Committee meeting on August 29, 2019.

Commissioner Crenshaw asked what happened if things were not done in a timely manner.
Judge Garcia stated that if things were not done in a timely basis that someone like State Attorney General Dana Nessel would intervene and try to right the wrongs and protect the conservatorships. He further stated that bad things happen when the Probate Court is unable to review the cases of these vulnerable people.

Chairperson Grebner stated that the Attorney General’s Office had not yet intervened. Judge Garcia stated that they had not yet and he wanted to get ahead of that. He further stated that there was proposed legislation that would require the case reviews happened as frequently as every six months and that he was not even here to address that but simply to address how far behind they are under present requirements.

Ms. Latuszek stated that while most public servants are routinely tasked with doing more with less, the Ingham County Probate Court was understaffed by 2.5 positions with case load trends increasing. She further stated that estate cases alone increased 14% over the past two years, while guardianship and conservatorships increased 18% and civil and trust cases which took a lot of time increased 28% during that time.

Discussion.

Commissioner Maiville stated that he wanted to disclose that he had been in Judge Garcia’s courtroom several times over the years, once for guardianship of a minor who was now 18 and more recently regarding the guardianship of an adult family member.

Discussion.

Chairperson Grebner stated that he wanted to take the opportunity to needle the Probate Court on a related point that all the similarly sized counties except Monroe County were one probate judge counties, but Ingham County had two probate judges. He further stated that if they were starting over there would likely be only one probate judge.

Judge Garcia right stated that then there would be one more Circuit Court Judge. He further stated that right now the two probate judges split a probate docket and an equal amount of Family Court work.

Chairperson Grebner stated that he just wanted to point out as this was being discussed that there were complexities out there.

Ms. Cole stated that she could not stress the compounding effect of probate enough. She further stated that guardianships for vulnerable minors or adults would stay open for the individual’s life or when they reach the age of majority.

Ms. Cole stated that the Probate Court currently had 19,258 open cases, which was astronomical and that there was no way herself and 4.5 other employees could handle the amount of case reviews. She further asked that the Committee consider this requests for the citizens of Ingham
County and the 19, 258 that the court was overseeing and the vulnerable children and adults they served.

Commissioner Schafer asked, regarding a conversation that occurred during the Law and Courts Budget meeting, about a meeting with Sparrow Hospital.

Judge Garcia stated that there was a meeting on the books and that they were looking into whether the local hospitals where engaging in best practices while others were not or if they were being too conservative.

Chairperson Grebner stated that maybe in was a combination of the two.

Chairperson Grebner thanked Judge Garcia, Ms. Latuszek and Ms. Cole.

Judge Garcia, Ms. Latuszek and Ms. Cole thanked the Committee.

Chairperson Grebner stated that they would move on to the Prosecutor’s Office,

Mike Cheltenham, Assistant Prosecutor, stated that he was appearing on behalf of Prosecutor Carol Siemon who could not attend. He further stated that the Prosecutor’s Office was withdrawing the request for and Audio Visual Specialist position

Mr. Cheltenham gave a summary of the request for an Assistant Prosecutor position that was made at the Law and Courts Committee meeting on August 29, 2019.

Commissioner Crenshaw left the room at 6:35 p.m.

Mr. Cheltenham continued summary of the request for an Assistant Prosecutor position that was made at the Law and Courts Committee meeting on August 29, 2019.

Commissioner Crenshaw returned at 6:36 p.m.

Mr. Cheltenham continued summary of the request for an Assistant Prosecutor position that was made at the Law and Courts Committee meeting on August 29, 2019.

Commissioner Schafer asked, referring to a conversation during the Law and Courts Budget meeting, if the Prosecutor’s Office was pursuing working with the City of Lansing to process audio/visual evidence.

Mr. Cheltenham stated that the Prosecutor’s Office was meeting with the Lansing Police Department tomorrow to discuss that.

Commissioner Schafer stated that to him, it seemed like an Audio Visual Specialist would be much more efficient than an attorney.
Mr. Cheltenham stated that the thought was that often times a particular incident might have 4-5 hours of video, but all the defense might be looking for, in the example of a drunk driving arrest, would be the stop itself and an attorney could make that decision/edit.

Chairperson Grebner stated that he was waiting for the other shoe to drop and it was not. He further stated that now there were 30 full time public defenders filing motions etcetera and the Prosecutor’s Office has taken it all in stride.

Mr. Cheltenham stated that he did not know that he would characterize it the same way. He further stated that they felt the pressure up front because the Public Defender’s Office had seven attorneys assigned to arraignments while the Prosecutor’s Office had none.

Chairperson Grebner asked if there were still cases under the old system.

Mr. Cheltenham stated that there were still some.

Chairperson Grebner asked there were a lot.

Mr. Cheltenham stated that he was not the person to speak to this, but that anecdotally he would say that 90% of the cases now moved from the old system into the Public Defender’s Office.

Discussion.

Commissioner Morgan stated that the issue he had was that the Public Defender’s Office was created as a policy move and now it was becoming an arms race between the Prosecutor’s Office and the Public Defender’s Office. He asked when it would get to the point where things were fair.

Mr. Cheltenham stated that philosophically the two offices had different aims. He further stated that the Prosecutor’s Office started the process and then was focused on the court appearances that were contested and arraignments were left mostly for the courts to handle.

Mr. Cheltenham stated that now that there were first appearances it had certainly change things, but that he could not predict the future.

Discussion.

Mr. Cheltenham thanked the Committee.

3. Review and Action on Human Services Committee Recommendations

Chairperson Grebner stated that the capital improvement projects had been stripped away from the Parks Department Z List items requested at the Human Services Committee meeting on August 26, 2019.
Tim Morgan, Parks Director, summarized the request for a Park Ranger position made at the Human Services Committee meeting on August 26, 2019 (handout).

Chairperson Grebner asked if the two parks involved were adjacent to trails.

Mr. Morgan stated that they were on planned adjacent routes. He further stated that Phase 3 of Lake Lansing to MSU would be soon applied for by Meridian Township with would make it a direct link.

Chairperson Grebner asked when they would be able to use the word adjacent without lying.

Mr. Morgan stated that if you were talking about the Meridian trail system that they had trails through enhanced sidewalks.

Chairperson Grebner asked if those were thing the County had already put money into.

Mr. Morgan stated not adjacent.

Chairperson Grebner asked when there would be something that the County put money into that was adjacent.

Mr. Morgan stated that that depended on what Meridian Township applied for this round and that the same went Burchfield. He further stated that Delhi applied and were turned down in lieu of pursuing the Mason project.

Jared Cypher, Deputy Controller, stated that the County had we have put money into Burchfield which the Park Ranger position might assist. He further stated that rivers have been counted as blueways.

Chairperson Grebner stated that they were adjacent then.

Mr. Morgan stated that they were one hundred percent blueways adjacent and soon to be trails adjacent.

Discussion.

Chairperson Grebner thanked Mr. Morgan.

Mr. Morgan thanked the Committee.

4. Review and Action on County Services Committee Recommendations

Deb Fett, Chief Information Officer, gave a summary of the request for Innovation and Technology positions that was made at the County Services Budget meeting on August 28, 2019.

Commissioner Morgan asked if there was insurance to protect against ransomware.
Ms. Fett stated that there was such a thing as cyber insurance.

Commissioner Morgan asked if that had been looked into.

Discussion.

Chairperson Grebner stated that the way you described things was that the main line of defense is to train users not to do stupid things, but that he would think the main line of defense would be to make sure systems were not susceptible to attack.

Ms. Fett stated that they could do all of the technological things to protect against attacks but they would only help to a certain extent since users can make the system vulnerable.

Discussion.

Chairperson Grebner asked about the Computer Technician II position.

Ms. Fett stated that her Department had a decent backlog of open tickets and that as new positions were added there was an increase in the people and systems that they were supporting. She further stated that a Technician II could do more work at a higher level.

Chairperson Grebner stated that it seemed like there was a design problem in the budget that when a department is added it has the effect of reducing cost to all the other departments. He further stated that instead of assuming IT’s cost will go up the budget was divided under the assumption the support will be fine, just thinner. He further stated that he would think that another way to do this was that when a department was added to cost into it the per screen or per person amount and resulting in the creation of a new fraction of an IT person being added in support of that.

Mr. Townsend stated that IT was cost it out to the departments.

Discussion.

Ms. Morton stated that the next time an entire new department was added, they might consider doing budgeting for IT support in another way.

Discussion.

5. Action to Incorporate Strategic Planning Initiative Funds into Recommended Budget

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. SCHAER TO AMEND THE
MOTION TO INCLUDE THE SECOND SHERIFF’S DEPARTMENT’S CLERICAL
RECEIVING POSITION.

Discussion.
THE MOTION, AS AMENDED, CARRIED.       Yeas: Morgan, Tennis, Crenshaw,
Polsdorfer, Schafer, Maiville        Nays: Grebner         Absent: None

Commissioner Grebner stated that he would suggested to proceed with the Park Ranger position
under the assumption that the parks are adjacent and bring back a resolution for that.

Commissioner Morgan stated that he was not comfortable with that.

MOVED BY COMM. MORGAN, SUPPORTED BY COMM. TENNIS, TO PLACE THE
PARKS DEPARTMENT’S PARK RANGER POSITION ON THE Z LIST.

Chairperson Grebner stated that he thought that the parks and trails millage was written
specifically to permit the funding of parks adjacent to the County system of trails.

Commissioner Morgan stated that the Chair’s comments trying to figure out a way to say
adjacent made him uncomfortable.

THE MOTION CARRIED.       Yeas: Morgan, Tennis, Crenshaw, Polsdorfer
     Nays: Schafer, Maiville, Grebner         Absent: None

Chairperson Grebner asked if there was any interest in the IT positions. He further stated that he
proposed ranking the items on the Z List.

Ms. Morton asked for clarification of the items for ranking. She asked if they were the Park
Ranger, Sheriff’s Clerical (2), Probate’s Deputy Register III, and Assistant Prosecuting Attorney
positions.

Chairperson Grebner stated that that was correct.

The meeting went at ease at approximately 7:21 p.m. while the Commissioners ranked the Z List
items.

Commissioners Morgan and Crenshaw left at approximately 7:23 p.m. after ranking the Z List
items.

Chairperson Grebner called the meeting back to order at approximately 7:29 p.m.

Discussion.

MOVED BY COMM. SCHAER, SUPPORTED BY COMM. MAIVILLE, TO FUND THE
TWO SHERIFF’S DEPARTMENT’S CLERICAL RECEIVING POSITIONS, THE PROBATE
COURT’S DEPUTY PROBATE REGISTER POSITION, AND THE PROSECUTOR’S OFFICE’S ASSISTANT PROSECUTOR POSITION USING THE Z FUND AND TO INCREASE THE RECOGNIZED USE OF FUND BALANCE BY AN AMOUNT OF MONEY EQUAL TO BALNCING IT.
Commissioner Tennis stated that his initial motion was trying to give a little something to everyone without using so much of the fund balance, but that he did not oppose doing this.

Commissioner Schafer stated that $71,052 of the fund balance was not very much and that he thought the Park Department’s Park Ranger position could be handled elsewhere.

Chairperson Grebner agreed.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Morgan.

6. Adoption of Finance Recommended Budget

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE CONTROLLER’S RECOMMENDED BUDGET INCLUDING THE STRATEGIC PLANNING INITIATIVE FUNDS AND EXTRA FUND BALANCE AND ALSO INCLUDING THE CONTROLLER RECOMMENDED ADJUSTMENTS REGARDING COMMUNITY MENTAL HEALTH AND COMMUNITY CORRECTIONS.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Crenshaw and Morgan.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:33 p.m.

BARB BYRUM, CLERK OF THE BOARD