

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

March 4, 2021

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, March 4, 2021 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 4:30 p.m. with a quorum present. The meeting was also available via Zoom.

**MEMBERS PRESENT:** Robert Savoie, Jim Martin, Scott Shackleton, Erik Baron and Ted Postula

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Karen Senkus (via Zoom), Jenny Pierce (via Zoom), Jim German, Don McLean (via Zoom), Lana Steinhaus (via Zoom), Michelle Robbins (via Zoom), Suzanne Lieurance (via Zoom), Taylor Worsham (via Zoom) and Kelly Church.

## Approval of the Agenda

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve the agenda as presented. On a voice vote, the motion CARRIED.

## Public Comment

No public comment was offered.

## Correspondence and Informational Items

The Committee reviewed the Investment report, VISA billing, the Health Department's Healthcare First summary and travel request.

## AGENDA ITEMS

### Health Department – Pink Ribbon Request 21-01 - \$2,392.70

The Committee reviewed a request to distribute Pink Ribbon funds in the amount of \$2,392.70

It was moved by Commissioner Martin, supported by Commissioner Baron, to approve and authorize the Pink Ribbon Request 21-01 in the amount of \$2,392.70. On a voice vote, the motion CARRIED.

### Health Department – Write-offs

- Home Health - \$6,319.68
- Environmental Health - \$1,145.00
- Public Health - \$2,123.33
- Self-Pay-Dental- SHACC - \$640.00

The Committee reviewed the annual write-offs for the Health Department; these write-offs are for services provided through 9/30/2020 (more than 365 days old).

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the Chippewa County Health Department write-offs for services provided through 9/30/2020 as follows: Home Health and Hospice \$6,319.68; Environmental Health \$1,145.00; Public Health \$2,123.33; and Self-Pay-Dental-SHACC \$640.00. On a voice vote, the motion CARRIED.

### Health Department – CCHD Teamsters Local 406 Letter of Agreement – Wage Reopener

The Committee received and reviewed the letter of agreement between the CCHD and the General Teamsters Local Union No. 406, whereas the parties through negotiations and agreed to a 2.5% increase per hour for all

classifications effective April 1, 2021. The agreement leaves all of the other terms and conditions of the current agreement unchanged.

**It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize the Letter of Agreement between CCHD and the General Teamsters Local Union No. 406, showing a 2.5% hourly wage increase effective April 1, 2021. On a voice vote, the motion CARRIED.**

**Health Department – MDHSS Funds for Vaccine Management - \$330,906.00**

The Committee received and reviewed information from MDHSS notice of award for “COVID Michigan Immunizations Supplemental” Grant FY21 in the amount of \$330,906.00. The project will run January 1, 2021 and end September 30, 2021. These funds will be used to upgrade the current pharmaceutical refrigerator and freezer that houses vaccine; to replace the sensa phone systems that monitors the temperatures of the vaccines and alerts staff of fluctuations of temperatures and to purchase a Mass Vaccinations App. The Health Department is asking that bidding process be waived for these purchases due to the limited vendors for the specialized equipment. Annual support of \$1,800.00 was recognized as a future expense that will not be grant covered.

**It was moved by Commissioner Shackleton, supported by Commissioner Baron, to accept receipt of the COVID Michigan Immunizations Supplemental Grant in the amount of \$330,906; to waive policy and approve the purchasing policy for the purchase of the Mass Vaccination App \$10,000.00; and to waive policy and approve the upgrade to the pharmaceutical refrigerator and freezer and sensa phone system. On a voice vote, the motion CARRIED.**

**Health Department – Annual Food License Fee – No Action**

The Committee held a discussion to see if there was a possibility of helping the County food establishments again this year, understanding that waiving them in FY2020 was a one-time option. Discussion of delaying the due date, lead to the understanding that it would not be feasible, as then the businesses would be considered operating without a license. Discussion followed with no action taken.

**Surveyor – FY2020 Completion Report Remonumentation Program**

The Committee reviewed the FY2020 Completion Report showing 68 corners being monumented with grant monies; total expenditures of \$112,028.00 of which the County budgets \$15,000.00 for the FY2020 only \$11,130.00 will be County paid.

**It was moved by Commissioner Baron, supported by Commissioner Martin, to approve and authorize signature of the FY2020 Survey & Remonumentation Completion Grant Report, showing 68 corners monumented with grant funds and total expenditures of \$112,028.00. On a voice vote, the motion CARRIED.**

**Central Dispatch – Letter and Resolution to the full Board – Authorize – No Action**

The Committee received and reviewed a letter from OES Director Michelle Robbins explaining a Federal Communication Commission expected approval regarding 911 fee (surcharge) diversion, and a resolution that supports a broader use and interpretation of the phrase “directly related to the 911 process” and to support the local decision making and local control regarding the utilization of 911 fees. No action was taken and Resolution 2021-03 911 Fee Diversion will be on the Regular Board agenda.

**Sheriff’s Department – CCTV/Camera Upgrade – waive policy - \$217,890.36**

The Committee reviewed the previously budgeted FY2021 expense to upgrade the current CCTC system which is approximately 20+ years old and uses old technology. This is a turn-key quote for the installation of a new IP CCTV system to be integrated with the existing detention system. SimplexGrinnell is not responsible for the design of this project; additional devices may be deemed necessary and could result in additional cost. An

electrical contractor will need to provide and install all conduit and boxes, pull strings, piping covers, breakers, terminal cabinets, breaker locks, wire, devices and terminations.

**It was moved by Commissioner Shackleton, supported by Commissioner Martin, to authorize waiving the County purchasing policy and to approve the CCTV system upgrade project with SimplexGrinnell quote of \$217,890.36. On a voice vote, the motion CARRIED.**

**Information Systems – JAVS Upgrade – waive policy**

- 91<sup>st</sup> District Court - \$6,132.00
- 50<sup>th</sup> Circuit Court - \$6,132.00

The Committee reviewed the request to upgrade Circuit and District Court Recording Systems with JAVS (Justice AV Solutions) for recorder 8; the existing system is a SD Centro CX. Data migration is not included in the quote. The FY21 budget had \$6,500 for these upgrades together.

**It was moved by Commissioner Shackleton, supported by Commissioner Baron, to approve and authorize the upgrade for 91<sup>st</sup> District and 50<sup>th</sup> Circuit court, each costing \$6,132.00 with JAVS. On a voice vote, the motion CARRIED.**

**Administration – MMRMA – Retention Fund Balance \$52,000.00**

Administration was informed that Chippewa County is currently not meeting the minimum of 50% of our reported reserves for the self-insured retention. In order to be compliant with the Member Financial Responsibilities Policy we need to submit \$52,000.00 for our Retention Fund.

**It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize an expenditure of \$52,000.00 to MMRMA for the County Retention Fund; as requested. On a voice vote, the motion CARRIED.**

**Administration – 44North – Pharmacy Benefit management Coalition Services Renewal**

The committee reviewed the Agreement between Chippewa County and Advanced Benefit Solutions D/B/A ARORx, a Michigan corporation (“Coalition Manger”/44North). The Coalition Manager provides consultations, negotiations, evaluations, rebates and overall guidance for the County’s pharmacy benefits. 44North continues to assist the County in maintaining the cost of healthcare; as we had a \$145,728 realized savings, including high-cost drug management and the international program.

**It was moved by Commissioner Martin, supported by Commissioner Baron, to approve and authorize the Coalition Management and Consulting Agreement for Pharmacy Benefit Management Coalition Services between Chippewa County and Advanced Benefit Solutions D/B/A ARORx.; as presented. On a voice vote the motion CARRIED.**

**Administration – Bid Summary - Two (2) – Ford Utility Police Interceptor SUV’s w/trade-ins**

The Committee reviewed the bid summary for the purchase of two (2) Ford Utility Police Interceptor SUV’s with three trade-ins (2011 Dodge Charger, 2012 Dodge Charger & 2013 Dodge Charger). Two bids were received and met specifications; per policy 320 preference for local vendor price could not exceed \$73,484.32.

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve and authorize the bid summary for two (2) Ford Utility Police SUV’s with three trade-ins to Soo Motors, Inc., at a price not to exceed \$72,164.00; utilizing the local vendor preference. On a voice vote, the motion CARRIED.**

**Administration – Bid Summary – Four-Wheeler (Stonegarden) – No Bids (X3)**

The Committee was updated for the third time that no bids were received. Discussion followed and the Committee was asked to allow the Sheriff's Department to seek a quote, to complete this purchase through Administrative approval, staying within the original budget and to meet the Stonegarden grant deadline.

It was moved by Commissioner Postula, supported by Commissioner Martin, to fast-track the purchase of the Four-wheeler to be purchased with Stonegarden Funding; with Administrative final approval, meeting the specifications and budget from the original request. On a voice vote, the motion CARRIED.

**Finance - Claims and Accounts**

It was moved by Commissioner Shackleton, supported by Commissioner Baron, to recommend the approval of February County bills and payroll: general claims \$299,992.54 other fund claims \$1,075,263.88, payroll \$599,446.64, and Health Department claims \$299,623.76 and payroll \$204,704.71. total claims \$2,479,031.53. On a voice vote, the motion CARRIED.

**Committee Comments**

None offered.

**Chairman Comments**


None offered.

**Adjourn**

It was moved by Commissioner Martin, supported by Commissioner Baron to adjourn.

Chairman Savoie declared the meeting adjourned at 5:08 p.m.

  
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Kelly J. Church, Recorder

  
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Robert Savoie, Chairman.