

**MINUTES OF THE  
BUDGET COMMITTEE**

**WEDNESDAY, MARCH 29, 2006**

At a meeting of the **Budget Committee**, held Wednesday, March 29, 2006, in the Board Room, on the 9<sup>th</sup> Floor of the Administration Building, Mt. Clemens, the following members were present:

Crouchman-Chairman, Brandenburg, Brdak, Brown, DeSaele, DiMaria, Doherty, Duzyj, Gielegem, Lund, McCarthy, Mijac, Rengert, Revoir, Rocca, Sauger, Slinde, Switalski, Vosburg and White.

Absent and excused were Flynn, Gibson, Haggerty, Hill, Kennard and Szczepanski.

**Also Present:**

David Diegel, Director, Finance Department  
John Foster, Assistant Director, Finance Department  
George Brumbaugh, Director, Corporation Counsel  
John Anderson, Director, Risk Management and Safety Department  
Eric Herppich, Division Director, Labor Relations, Human Resources Department  
Chief Circuit Court Judge Antonio Viviano  
Circuit Court Judge Peter Maceroni  
Probate Judge Pamela Gilbert O'Sullivan  
Captain Rick Kalm, Sheriff's Department  
Sergeant Donald Haugh, Sheriff's Department  
Rhonda Deriemaecker, Director of Board Services  
Phil Frame, Director, Office of Public Affairs  
Josephine Savalle-Dunn, Administrator, Martha T. Berry  
Gary Caloia, Martha T. Berry  
Steve Gold, Deputy Health Officer, Health Department  
Marilyn Rudzinski, Director, MSU Extension Services Department  
Polly Helzer, Purchasing Manager  
Gerald Alsip, Administrator, Juvenile Division of the Circuit Court

There being a quorum of the committee present, Chairman Crouchman called the meeting to order at 9 a.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

## **AGENDA**

### **MOTION**

A motion was made by Duzyj, supported by Brandenburg, to adopt the agenda, as presented. **The Motion Carried.**

### **MINUTES**

### **MOTION**

A motion was made by Doherty, supported by Rengert, to approve the February 2 and February 15, 2006 minutes of this committee, as written. **The Motion Carried.**

## **RECEIVE AND FILE UPDATE ON 2006 3% DEPARTMENTAL BUDGET REDUCTIONS**

Prior to the start of this committee meeting, Mr. Foster distributed a corrected Schedule I-A entitled, "Finance Director's Recommendation on 3% Cut/Revenue Enhancement – 2006 General Fund Budget." Schedule I-A consisted of seven pages. This handout corrected the section entitled, "Board of Commissioners" by adding the Annual Report (every other year) in the amount of \$65,000. The new totals on page 7 were as follows: 3% Target, \$5,960,889; Revenue Enhancement, \$1,188,387; Personnel Reduction No. Amount, 10.9, \$1,308,856; Operating Reduction, \$1,072,735; Internal Services, \$0; Reduction in Other Budgets, \$302,000; Total, \$3,871,978.

Mr. Diegel noted that the Finance Department continues to work with the various departments that have not met their 3% obligation, which were highlighted on Schedule I-A. He will be bringing those back before Commissioners as they complete their review with those departments.

### **MOTION**

A motion was made by McCarthy, supported by Doherty, to receive and file the update on the 2006 3% departmental budget reductions. **The Motion Carried.**

## **SCHEDULE II – REVIEW OF DISCRETIONARY SERVICES (2<sup>ND</sup> 11 ON THE LIST)**

At the December 14, 2005 Budget Committee meeting, it was determined that Commissioners would discuss the items identified on Schedule II, Discretionary Services Schedule. The Budget Committee reviewed the first 10 items on that list at its February 15, 2006 meeting.

Contained within committee packets was the next 11 items on the list for Commissioners review. 1) Sheriff's Department Roving Security – County Buildings; 2) Conference and

Seminar – General Departments; 3) Legislative Expense Appropriation; 4) Public Information Appropriation; 5) Martha T. Berry; 6) Public Health – Nutrition Services Division; 7) Board of Commissioners – Special Legislative Expense; 8) MSU Extension Services Department; 9) Facilities and Operations Department; 10) Purchasing Department; 11) Juvenile Court – Juvenile Restitution Division. Each item had a separate resolution sheet, that had attached to it information that was furnished by the Finance Department.

Chairman Crouchman moved the first item to be discussed, Sheriff's Department Roving Security – County Buildings, down until Judge Maceroni arrived. There were no objections.

Chairman Crouchman informed Commissioners that he would be accepting motions. If Commissioners felt information provided was sufficient, they could move to receive and file. If Commissioners wanted to take particular action on an item, they were free to make that motion, as well.

### **Conference and Seminar – General Departments**

Commissioner Lund suggested creating more management training sessions, especially for department heads. He felt the best way to fund that would be to reduce the other numbers proportionately to make it a revenue neutral change.

Commissioner Vosburg suggested having each department allocate part of their budget toward the cost of management training. She requested additional information in a more accurate form by having departments indicate what their current budgets are and ask them for a schedule of what their plans are for the year. Mr. Diegel said he would survey the departments and then come back with a recommendation for Commissioners to consider.

Commissioner Brandenburg recalled the County has a lot of teleconferencing abilities and suggested looking into having more in-house and more teleconferencing.

Commissioner Doherty thought that half of the unused funds should be allocated to an earmarked fund for management training.

### **MOTION**

A motion was made by Brandenburg, supported by Doherty, to receive and file the information provided by the Finance Department regarding the 2006 Conference and Seminar Budgets – General Departments. **The Motion Carried.**

Chairman Crouchman announced that the committee would be moving back to Sheriff's Department Roving Security – County Buildings. There were no objections.

### **Sheriff's Department Roving Security – County Buildings**

Judge Maceroni urged Commissioners to add security at the courthouse, not reduce security. Since the first of the year, they are averaging 3,800 people per day come through the courthouse building. On Monday's and Tuesday's, 4,500 people come through. He urged Commissioners not to do anything with the deputies and/or the command post in the courthouse.

### **MOTION**

A motion was made by Rengert, supported by Lund, to receive and file the information provided by the Finance Department regarding the Sheriff's Department Roving Security – County Buildings.

Captain Kalm spoke about the function of the Lieutenant, the Sergeant, and four Deputies.

Judge O'Sullivan spoke about the constant concerns she has as to the security not only of the staff, but also of the people that use her court. She felt that adequate security does need to be in place and urged Commissioners not to cut this area.

Chief Judge Viviano thought security in the court building is important for the people that use that building and the people that are providing it are doing a tremendous and needed job. He did not think this was an area that should be cut.

Chairman Crouchman called for a vote on the motion and **The Motion Carried.**

### **Legislative Expense Appropriation**

Mr. Diegel recapped that the combined budget for Conference & Seminar and Legislative Expense for the Board of Commissioners in 2005 was \$46,750. Through the budget process last year, the Board reduced that total from \$46,750 to \$31,569.

A discussion ensued with Ms. Deriemaecker, Mr. Diegel, and Mr. Foster pertaining to how much was spent in 2005 for the winter NACo Legislative Conference and the August MAC Legislative Conference. It was noted that the Mackinac Conference is also considered a legislative expense.

### **MOTION**

A motion was made by Rengert, supported by Vosburg, to receive and file the information provided by the Finance Department regarding the 2006 Legislative Expense Budget. **The Motion Carried.**

### **Public Information Appropriation**

Ms. Deriemaecker indicated that this line item for \$34,000 has been used for printing of the

Directory of Services. She recalled that Commissioners already voted not to continue printing; it is going to be presented online from now on. These funds have also been used to purchase Road Commission maps that have been distributed to constituents.

A brief discussion ensued about Road Commission maps not being available.

### **MOTION**

A motion was made by Rengert, supported by Brandenburg, to receive and file the information provided by the Finance Department regarding the 2006 Public Information Budget.

Commissioner DeSaele inquired how much it costs to print the Macomb County Clerk/Register of Deeds handbook. Mr. Diegel said he would acquire that information.

Commissioner Slinde recalled there is a booklet in the Jury Room and believed the County Clerk puts it out. She inquired how many of those were printed, the cost, and which department had it printed. Mr. Diegel said he would look into the issue.

Commissioner Revoir offered a **substitute motion**; it was supported by Commissioner Doherty. The motion reads as follows:

### **COMMITTEE RECOMMENDATION – MOTION**

A MOTION WAS MADE BY REVOIR, SUPPORTED BY DOHERTY, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS REDUCE THE 2006 GENERAL FUND PUBLIC INFORMATION APPROPRIATION FROM \$34,000 TO \$10,000; A \$24,000 REDUCTION TO THE 2006 BUDGET.

A ROLL CALL VOTE WAS TAKEN ON THE **SUBSTITUTE MOTION** AS FOLLOWS:

VOTING YES WERE BRANDENBURG, BRDAK, BROWN, CROUCHMAN, DeSAELE, DiMARIA, DOHERTY, GIELEGHEM, LUND, MIJAC, RENGERT, REVOIR, ROCCA, SWITALSKI AND WHITE. THERE WERE 15 “YES” VOTES.

VOTING NO WERE DUZYJ, McCARTHY, SAUGER, SLINDE AND VOSBURG. THERE WERE 5 “NO” VOTES.

### **THE MOTION CARRIED.**

### **Martha T. Berry**

Ms. Savalle-Dunn was called upon to give a verbal presentation on the revenues and expenditures at Martha T. Berry (MTB) Medical Care Facility. She is working diligently in

monitoring overtime, as well as doing reviews within her department, and has put together an improvement plan. Their main issue is promoting compliance with the state regulation and requirements.

A lengthy discussion ensued with Ms. Savalle-Dunn and Mr. Caloia pertaining to how often they bid out contracts; particularly hauling trash and medical waste. Discussion ensued with Mr. Diegel about bidding out grass cutting. During discussion on the contracts issue, Mr. Diegel was asked to supply additional information that was requested.

Discussion ensued with Ms. Savalle-Dunn and Mr. Caloia as to the phasing in of the renovated area and how much additional revenue that will generate. There will eventually be a 217-bed capacity. Discussion ensued about the dramatic difference in what Medicare pays (up to \$500/day for reimbursement) versus Medicaid (\$187/day). The private pay daily date is \$210. It was noted the Provider Tax proposal will help significantly, but that is still an ongoing issue. They currently have 15 individuals on a wait list to get into MTB.

Commissioner Brandenburg suggested bidding out seamstress work. She felt it could be privatized easily without any loss of service.

### **MOTION**

A motion was made by Gielegem, supported by Sauger, to receive and file the information provided by the Finance Department regarding the 2006 Martha T. Berry Budget. **The Motion Carried.**

### **Public Health – Nutrition Services Division**

Mr. Gold explained that under the State Public Health Code, local health departments are mandated to plan, implement, and evaluate nutrition services by provision of expert technical assistance. So, one way or another, the County does have to provide nutrition services.

Chairman Crouchman stepped down from Chair at 10:30 a.m.

Vice Chairman Revoir took the Chair.

A brief discussion ensued with Mr. Gold about the nutrition staff, the nutrition program, and gauging the impact of services provided.

### **MOTION**

A motion was made by Rengert, supported by McCarthy, to receive and file the information provided by the Finance Department regarding the 2006 Public Health - Nutrition Services Budget. **The Motion Carried.**

### **Board of Commissioners – Special Legislative Expense**

Commissioner Brandenburg offered a motion to eliminate the Special Legislative Appropriation from the Budget. There was no support. Vice Chairman Revoir announced that the motion died due to lack of support.

Ms. Deriemaecker explained how this line item is utilized at the discretion of the Chairperson of the Board.

### **MOTION**

A motion was made by Slinde, supported by McCarthy, to receive and file the information provided by the Finance Department regarding the 2006 Board of Commissioners – Special Legislative Expense Budget. **The Motion Carried with Brandenburg voting “No.”**

Chairman Crouchman took the Chair at 10:35 a.m.

### **MSU Extension Services Department**

Ms. Rudzinski was called upon to give a verbal presentation about the purpose and function of the MSU Extension Services Department. She then overviewed the following handouts: Employee Summary; MSUE Direct Educational Contacts July – December 2005 and MSUE Direct Educational Contacts January – March 2006; Priority Concerns and Outcomes 2002 through 2005.

A discussion ensued with Ms. Rudzinski as to how often a needs assessment with focus groups is done; funding sources; identifying overlapped services with other departments.

### **MOTION**

A motion was made by Revoir, supported by Rengert, to receive and file the information provided by the Finance Department regarding the 2006 MSU Extension Services Budget.

Commissioner Brdak questioned the increased cost shown under Internal Services: MIS-Data Center Services. Mr. Diegel noted it was an error and it would be adjusted.

Commissioner Rengert requested statistical information on the Mentoring Program. Chairman Crouchman called for a vote on the motion and **The Motion Carried.**

Chairman Crouchman inquired since Ms. Arnott-Bryks was not present to address the Facilities and Operations Department, what the feeling of the Board was to address the Gypsy Moth Program (\$25,000) found on page 2 of the Discretionary Services Schedule. There were no objections.

### **MSU Extension – Gypsy Moth**

Ms. Rudzinski distributed a handout entitled, “Macomb County MSUE Gypsy Moth Program 1993 through 2005.” She provided an overview of the Gypsy Moth Program.

### **MOTION**

A motion was made by Doherty, supported by Vosburg, to receive and file the information provided by the MSU Extension Services Department regarding the 2006 MSU Extension Services Gypsy Moth Program Budget. **The Motion Carried.**

### **Purchasing Department**

Ms. Helzer explained how she is achieving further savings within her department.

### **MOTION**

A motion was made by Rengert, supported by Duzyj, to receive and file the information provided by the Finance Department regarding the 2006 Purchasing Department Budget.

Commissioner Brandenburg requested a copy of the book showing all items that have been bid out. She felt all bidding should be done through the Purchasing Department.

Chairman Crouchman called for a vote on the motion and **The Motion Carried.**

### **Juvenile Court – Juvenile Restitution Division**

Mr. Alsip spoke about the Juvenile Court – Juvenile Restitution Division being a valuable piece of their operation in serving the public. He further spoke about the success of the program, which has grown a great deal over the last few years.

### **MOTION**

A motion was made by Slinde, supported by Rocca, to receive and file the information provided by the Finance Department regarding the 2006 Juvenile Court - Juvenile Restitution Division Budget. **The Motion Carried.**

### **NEW BUSINESS**

Commissioner Lund requested that the bottom right picture on the back cover of the 2006 County Report be changed to something else. He hoped if Commissioners have problems with the report, they can raise them in advance.

Commissioner Lund expressed concern that the Board has not addressed the Unfunded

Liability for Retiree Health Care and the fact that the County only has four more years until it loses revenue sharing.

Commissioner Vosburg recalled at the last Budget Committee meeting, she asked for an agenda item to consider discussion on the 13<sup>th</sup> paycheck for retirees. Mr. Diegel noted that would be on the next Budget Committee agenda.

Commissioner Doherty distributed a memorandum dated March 29, 2006. She is resigning from the Macomb County Community Mental Health Board and will be supporting Patricia Bill as her replacement.

Commissioner DeSaele suggested that any new Commissioner be given a packet that includes the policy for purchasing as well as all other policies. She further suggested including information about NACo, MAC, SEMCOG, and so forth. Board Chair White recalled that Ms. Deriemaecker meets with every new Commissioner and she would speak with her on this issue.

Board Chair White informed Commissioners that Mr. Diegel was recognized this year by the Government Finance Officers.

Commissioner Rocca reminded Commissioners that this Friday at Freedom Hill County Park, the Medicare Rx Tour Bus will be there. All Commissioners are invited to meet and greet their constituents and add support to the Medicare Part D Program.

## **ADJOURNMENT**

### **MOTION**

A motion was made by Revoir, supported by Duzyj, to adjourn the meeting at 11:40 a.m.  
**The Motion Carried.**

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**Denise M. Jacks  
Committee Reporter**