

**MINUTES OF THE
BUDGET COMMITTEE**

TUESDAY, SEPTEMBER 22, 2009

At a meeting of the **Budget Committee**, held Tuesday, September 22, 2009, in the Board Room, on the 9th Floor of the Administration Building, Mount Clemens, the following members were present:

Brdak-Chair, Accavitti, Boyle, Brown, Bruley, Camphous-Peterson, Carabelli, Crouchman, DiMaria, Doherty, Duzyj, D. Flynn, J. Flynn, Gielegem, Kepler, Lampar, Mijac, Mocerri, Rengert, Rocca, Sauger, Sprys, Szczepanski, Tocco, Torrice and Vosburg.

There being a quorum of the committee present, Chair Brdak called the meeting to order at 9:06 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

Chair Brdak referred to item #11 and asked that Martha T. Berry be addressed first.

MOTION

A motion was made by Brown, supported by Lampar, to adopt the agenda, as amended (and to include #6a and 6b). **The Motion Carried.**

MINUTES

MOTION

A motion was made by Camphous-Peterson, supported by Szczepanski, to approve the August 25, 2009 minutes of this committee, as written. **The Motion Carried.**

PUBLIC PARTICIPATION

Donna Cangemi, 11235 Hemlock, Sterling Heights

**RECOMMENDATION FROM COURTS AND LEGAL AFFAIRS COMMITTEE
MEETING OF 09-15-09**

**FY 2010, 2011 and 2012 Title IV-D Cooperative Reimbursement Program Contract /
Friend of the Court**

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SPRYS, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE FISCAL YEAR 2010 FRIEND OF THE COURT COOPERATIVE REIMBURSEMENT PROGRAM CONTRACT IN THE AMOUNT OF \$10,202,876, WHICH IS \$6,733,898 OR 66 PERCENT STATE FUNDED AND \$3,468,978 OR 34 PERCENT COUNTY FUNDED. THE COUNTY FUNDING WILL BE CONTAINED WITHIN THE 2010 BUDGET. THIS CONTRACT COVERS THE PERIOD OF OCTOBER 1, 2009 THROUGH SEPTEMBER 30, 2012. THE CURRENT AGREEMENT WILL COVER THREE FISCAL YEARS, HOWEVER, IT WILL BE AMENDED FOR FISCAL YEARS 2011 AND 2012 TO INCORPORATE A NEW ANNUAL BUDGET. **THE MOTION CARRIED.**

**RECOMMENDATION FROM PLANNING AND ECONOMIC DEVELOPMENT
COMMITTEE MEETING OF 09-16-09**

**Extend Temporary Reclassification of Account Clerk IV to Business Counselor
in Planning and Economic Development Department**

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY DiMARIA, SUPPORTED BY CAMPHOUS-PETERSON, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE REQUEST TO EXTEND THE TEMPORARY RECLASSIFICATION OF SUSAN BATES FROM ACCOUNT CLERK IV TO BUSINESS COUNSELOR IN THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT; FUNDING IS AVAILABLE FROM A MICHIGAN SBTDC GRANT. **THE MOTION CARRIED.**

**RECOMMENDATION FROM HEALTH AND ENVIRONMENTAL SERVICES
COMMITTEE MEETING OF 09-17-09**

Continue Agreement with Care House

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY VOSBURG, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE CONTINUATION OF THE AGREEMENT IN THE AMOUNT OF \$25,000 WITH THE MACOMB COUNTY CHILD ADVOCACY CENTER (CARE HOUSE); FUNDING TO BE INCLUDED IN THE 2010 BUDGET.

The following commissioner spoke: Bruley.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED WITH ACCAVITTI AND CAMPHOUS-PETERSON ABSTAINING.**

RECEIVE AND FILE REPORT ON COUNTY REVENUE SHARING

MOTION

A motion was made by Kepler, supported by Duzyj, to receive and file the report on County Revenue Sharing.

The following commissioners spoke: Brdak, Szczepanski and Sauger.

Chair Brdak called for a vote on the motion and **The Motion Carried.**

REPORT ON 2009, 2010 AND 2011 DEPARTMENTAL BUDGET ESTIMATES AND 2010 BUDGET REDUCTION TARGETS (from July 21, 2009 Budget Committee)

MOTION

A motion was made by Vosburg, supported by Camphous-Peterson, to receive and file the report on 2009, 2010 and 2011 departmental budget estimates and 2010 budget reduction targets.

The following commissioners spoke: Gielegem, Crouchman, Brown, Carabelli and Duzyj.

Chair Brdak called for a vote on the motion and **The Motion Carried.**

REPORT ON 2006-2009 DEPARTMENTAL BUDGET REDUCTIONS

MOTION

A motion was made by Camphous-Peterson, supported by Accavitti, to receive and file the report on 2006-2009 departmental budget reductions. **The Motion Carried.**

REPORT ON 2010 BUDGET REDUCTIONS

MOTION

A motion was made by Torrice, supported by Carabelli, to receive and file the report on 2010 budget reductions.

The following commissioner spoke: Vosburg.

Chair Brdak called for a vote on the motion and **The Motion Carried.**

2010 DEPARTMENTAL REVIEWS

Martha T. Berry

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY J. FLYNN, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR MARTHA T. BERRY AS OUTLINED.

The following commissioners spoke: Brown and Rengert.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED.**

Clerk/Register of Deeds

Chair Brdak indicated that three separate resolutions have been submitted for the Clerk and a substitute resolution was distributed for the first one.

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY D. FLYNN, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS APPROVE THE ELIMINATION OF THE FOLLOWING POSITIONS FROM THE CLERK/REGISTER OF DEEDS OFFICES BUDGET, EFFECTIVE NOVEMBER 1, 2009: ONE JUDICIAL COURT CLERK, ONE SENIOR SECRETARY, TWO MICROFILM OPERATORS, ONE STENO CLERK, ONE TYPIST CLERK I/II AND 2 CO-OPS; ALL REMAINING VACANT BUDGETED POSITIONS ARE IMMEDIATELY RECONFIRMED; THE CLERK/REGISTER OF DEEDS IS AUTHORIZED TO IMMEDIATELY FILL ANY CURRENT AND UPCOMING VACANCIES IN THE REMAINING BUDGETED POSITIONS; APPLY ANY ADDITIONAL SAVINGS FROM THE 2009 CLERK/REGISTER OF DEEDS BUDGET AS A RESULT OF THE NOVEMBER 1, 2009 EFFECTIVE DATE TO THE CLERK/REGISTER OF DEEDS BUDGET CUTS REQUIRED IN THE 2011 BUDGET YEAR; THIS RESOLUTION CUTS \$355,776 FROM THE CLERK/REGISTER OF DEEDS BUDGET; THIS RESOLUTION COMBINED WITH CONCURRENT RESOLUTIONS IMPROVES THE CLERK/REGISTER OF DEEDS' BUDGETS BY A NET OF \$539,634 ANNUALLY, EXCEEDING THE CLERK/REGISTER OF DEEDS TARGET BY \$3,461.

The following commissioners spoke: D. Flynn, Doherty, Bruley, Torrice, Tocco and Sprys.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED.**

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY CARABELLI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE CLERK/REGISTER OF DEEDS TO INCREASE VITAL RECORD FEES FROM \$10 FIRST COPY AND \$3 FOR ADDITIONAL COPIES TO \$15 FIRST COPY AND \$5 FOR ADDITIONAL COPIES AND RECEIVE AND FILE NOTICE FROM THE CLERK/REGISTER OF DEEDS THAT FILE ROOM COPY FEES WILL INCREASE FROM 40 CENTS PER PAGE TO \$1 PER PAGE, EFFECTIVE NOVEMBER 1, 2009; EFFECTIVE JANUARY 1, 2010, APPLY \$1,500 OF THE FEE INCREASE FOR THE ANNUAL MAINTENANCE FOR VITAL RECORD SERVICE MODERNIZATION AS SET FORTH IN A CONCURRENT

RESOLUTION; EFFECTIVE JANUARY 1, 2010, APPLY \$20,000 OF THE FEE INCREASE REVENUE ANNUALLY TO THE CLERK'S BUDGET FOR THE MODERNIZATION OF CLERK/REGISTER OF DEEDS RECORDS AND SERVICE, ENABLING THE REMAINING STAFF TO MORE EFFICIENTLY SERVE THE PUBLIC BY ELECTRONICALLY ACCESSING RECORDS OR SERVING THE PUBLIC PER A FUTURE RESOLUTION; APPLY \$20,000 OF THE 2009 REVENUE TO DIGITAL BACK-SCANNING 125,000 BIRTH, DEATH AND/OR MARRIAGE RECORDS BY ACS, INC.; THIS RESOLUTION WILL GENERATE A NET \$183,588 ANNUALLY, WHEN COMBINED WITH CONCURRENT RESOLUTIONS, IT IMPROVES THE CLERK'S BUDGET BY A NET OF \$535,903 ANNUALLY, MEETING THE CLERK/REGISTER OF DEEDS TARGET. **THE MOTION CARRIED.**

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BROWN, SUPPORTED BY SAUGER, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE COUNTY CLERK TO MODERNIZE THE DELIVERY OF VITAL RECORDS, LETTING THE CLERK SERVE CUSTOMERS WITH FEWER STAFF BY IMPLEMENTING A FAST PASS ONLINE SCHEDULING AND VITAL RECORD SYSTEM TO IMPROVE CUSTOMER SERVICE IN THE CLERK'S OFFICE, BY REDUCING DEMAND DURING PEAK TIMES AND INCREASING DEMAND DURING NON-PEAK TIMES AND ALLOW DATA ENTRY TO BE DONE BY CUSTOMERS, SAVING EMPLOYEE TIME; THIS SYSTEM WOULD BE IMPLEMENTED FOR A ONE TIME START UP COST OF \$4,000 AND A RECURRING MONTHLY COST OF \$125 FOR WEB HOSTING AND SUPPORT; THE TOTAL COST OF THIS RESOLUTION SHALL NOT EXCEED \$4,375 IN 2009 AND \$1,500 IN 2010 AND ANNUALLY THEREAFTER; FUNDING IS AVAILABLE WITH THE VITAL RECORD FEE INCREASES. WHEN COMBINED WITH CONCURRENT RESOLUTIONS THIS RESOLUTION IMPROVES THE CLERK'S BUDGET BY A NET OF \$535,903 ANNUALLY, MEETING THE CLERK/REGISTER OF DEEDS TARGET. **THE MOTION CARRIED.**

IT Department

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY ACCAVITTI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE INFORMATION TECHNOLOGY/TELECOMMUNICATION DEPARTMENTS; THIS PROPOSAL WILL REQUIRE THE RECONFIRMATION OF ONE VACANT GENERAL FUND PROJECT MANAGER POSITION, DELETION OF ONE PROJECT MANAGER POSITION IN THE TELECOMMUNICATIONS FUND AND TRANSFERRING THE INCUMBENT TO THE GENERAL FUND POSITION MENTIONED ABOVE; IT ALSO ELIMINATES ONE FILLED DATABASE ADMINISTRATOR, ONE FILLED CLIENT SUPPORT ANALYST AND ONE FILLED CLIENT SUPPORT TECHNICIAN, ALL EFFECTIVE OCTOBER 5, 2009; IN ADDITION, THE REDUCTION OF OPERATING COSTS AS OUTLINED; FURTHER, THE REDUCTION OF ONE PROJECT MANAGER POSITION IN THE TELECOMMUNICATIONS FUND WILL RESULT IN A \$196,425 REDUCTION TO THE GENERAL FUND DEPARTMENTS TELEPHONE COST.

The following commissioners spoke: Sprys, Carabelli, Doherty, Crouchman, Brown and Vosburg.

Board Chair Gielegem offered a friendly amendment: to change the layoff date to be effective November 3. That was accepted by the maker and supporter.

Chair Brdak called for a vote on the motion, as amended, and **THE MOTION CARRIED.**

The motion now reads as follows:

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY ACCAVITTI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE INFORMATION TECHNOLOGY/TELECOMMUNICATION DEPARTMENTS; THIS PROPOSAL WILL REQUIRE THE RECONFIRMATION OF ONE VACANT GENERAL FUND PROJECT MANAGER POSITION, DELETION OF ONE PROJECT MANAGER POSITION IN THE TELECOMMUNICATIONS FUND AND TRANSFERRING THE INCUMBENT TO THE GENERAL FUND POSITION MENTIONED ABOVE; IT ALSO ELIMINATES ONE FILLED DATABASE ADMINISTRATOR, ONE FILLED CLIENT SUPPORT ANALYST AND ONE FILLED CLIENT SUPPORT TECHNICIAN, ALL EFFECTIVE NOVEMBER 3, 2009; IN ADDITION, THE REDUCTION OF OPERATING COSTS AS OUTLINED; FURTHER, THE REDUCTION OF ONE PROJECT MANAGER POSITION IN THE TELECOMMUNICATIONS FUND WILL RESULT IN A \$196,425 REDUCTION TO THE GENERAL FUND DEPARTMENTS TELEPHONE COST. **THE MOTION CARRIED.**

Facilities and Operations/Security

It was noted that the effective date for elimination of positions will be January 5, 2010.

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY DUZYJ, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE FACILITIES AND OPERATIONS/SECURITY DEPARTMENTS; THIS PROPOSAL ELIMINATES 10 FULL-TIME AND ONE PART-TIME POSITION IN THE DEPARTMENT, EFFECTIVE JANUARY 5, 2010, AND THE REDUCTION OF OPERATING COSTS AS OUTLINED.

The following commissioners spoke: Doherty and Boyle.

Chair Brdak called for a vote on the motion, as amended, and **THE MOTION CARRIED.**

Emergency Management/Technical Services (Radio)

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY KEPLER, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR EMERGENCY MANAGEMENT AND TECHNICAL SERVICES BY DELETING ONE VACANT RADIO TECHNICIAN II IN THE TECHNICAL SERVICES DEPARTMENT AS OUTLINED.

The following commissioner spoke: Doherty.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED.**

Corporation Counsel

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY KEPLER, SUPPORTED BY CROUCHMAN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR CORPORATION COUNSEL AS OUTLINED; THIS PROPOSAL ELIMINATES ONE FULL TIME POSITION IN THE DEPARTMENT.

The following commissioners spoke: Vosburg, Tocco and Szczepanski.

MOTION

A motion was made by Bruley, supported by Camphous-Peterson, to refer this to the October 13 Budget Committee meeting.

The following commissioners spoke: Bruley, Brown and DiMaria.

Chair Brdak called for a vote on the motion and **The Motion Carried.**

Risk Management and Safety

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY CAMPHOUS-PETERSON, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE RISK MANAGEMENT AND SAFETY DEPARTMENT AS OUTLINED.

The following commissioners spoke: Doherty, Bruley, Vosburg and Sprys.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED.**

Equalization

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY DOHERTY, SUPPORTED BY DUZYJ, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE EQUALIZATION DEPARTMENT AS OUTLINED.

The following commissioners spoke: Bruley, Brown, Duzyj and Doherty.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED.**

Purchasing

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY J. FLYNN, SUPPORTED BY DiMARIA, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE PURCHASING DEPARTMENT; THIS PROPOSAL ELIMINATES TWO FILLED FULL-TIME AND ONE FILLED PART-TIME POSITIONS AND THE REDUCTION TO A FOUR DAY WORK WEEK OF ONE POSITION IN THE DEPARTMENT, EFFECTIVE JANUARY 1, 2009, AND THE REDUCTION OF OPERATING COSTS AS OUTLINED.

Commissioner Sprys requested a point of order. He said the resolution states that the effective date of layoff would be 1/1/2009. Mr. Foster said the correct date should be 2010. It was further clarified that the effective date should be January 5, 2010.

The following commissioners spoke: Doherty and Duzyj.

Chair Brdak called for a vote on the motion and **THE MOTION CARRIED.**

The motion now reads as follows:

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY J. FLYNN, SUPPORTED BY DiMARIA, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE PURCHASING DEPARTMENT; THIS PROPOSAL ELIMINATES TWO FILLED FULL-TIME AND ONE FILLED PART-TIME POSITIONS AND THE REDUCTION TO A FOUR DAY WORK WEEK OF ONE POSITION IN THE DEPARTMENT, EFFECTIVE JANUARY 5, 2010, AND THE REDUCTION OF OPERATING COSTS AS OUTLINED. **THE MOTION CARRIED.**

MSU Extension Services

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY CAMPHOUS-PETERSON, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR MSU EXTENSION SERVICES; THIS PROPOSAL ELIMINATES ONE VACANT FULL-TIME POSITION AND REDUCES A PART-TIME FROM .8 TO .4 IN THE DEPARTMENT AND THE REDUCTION OF OPERATING COSTS AS OUTLINED. **THE MOTION CARRIED.**

Senior Citizens Services

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BROWN, SUPPORTED BY MIJAC, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE 2010 BUDGET REDUCTIONS FOR THE SENIOR CITIZENS SERVICES DEPARTMENT AS OUTLINED.

The following commissioner spoke: Brdak.

MOTION

A motion was made by Gielegem, supported by Lampar, to refer this to the October 13 Budget Committee meeting.

The following commissioner spoke: Szczepanski.

Chair Brdak called for a vote on the motion and **The Motion Carried.**

Health Department

MOTION

A motion was made by Doherty, supported by Camphous-Peterson, to refer this to the October 13 Budget Committee meeting. **The Motion Carried.**

ADJOURNMENT

MOTION

A motion was made by Duzyj, supported by Camphous-Peterson, to adjourn the meeting at 11:35 a.m. **The Motion Carried.**

Corinne Bedard
Committee Reporter