Agenda
Finance and Administration Committee
West Olive Administration Building – Board Room and YouTube
12220 Fillmore, West Olive, MI 49460
Tuesday, June 10, 2025
10:30 AM

Communication: ARPA Partner: Community Action House – Lakeshore Food Rescue; Krista Burgett, Senior Manager

Public Comment

Approval of Agenda

Consent Resolutions:

1. Approval of Minutes from May 13, 2025, Finance and Administration Committee Meeting

Agenda and Action Requests:

1. Statement of Review
   Suggested Motion:
   To approve the Statement of Review.

2. Accounts Payable for May 1, 2025, through May 31, 2025
   Suggested Motion:
   To approve the general claims in the amount of $15,842,622.10 as presented by the summary report for May 1, 2025, through May 31, 2025.

3. Cooling Tower Replacements
   Suggested Motion:
   To approve and forward to the Board of Commissioners a contract with Hurst Mechanical for the replacement of the cooling towers at A and B Buildings on James Street for a total of $299,601.00.

4. Webex Calling and Customer Assist
   Suggested Motion:
   To approve and forward to the Board of Commissioners the contract with Sentinel Technologies for Cisco Webex Calling and Customer Assist at a 6-year total cost of $780,665.

5. Patagonia Health EHR
   Suggested Motion:
   To approve and forward to the Board of Commissioners the contract with Patagonia Health to renew the subscription for electronic health record software for 3 years at a total cost of $271,000.00.

6. Materials Management Planning Grant
   Suggested Motion:
   To approve and forward to the Board of Commissioners the grant agreement for Materials Management Planning with the Michigan Department of Environment, Great Lakes, and Energy.

7. Materials Management Planning Grant Personnel Requests
   Suggested Motion:
   To approve and forward to the Board of Commissioners the request from Public Health for the following positions related to the proposed Material Management Planning Grant: EPH Specialist (new position) 0.9 FTE, EPH Specialist (existing staff filled) 1.0 FTE, EPH Tech MMP (temporary), EPH Supervisor/MMP Coordinator (new position) 1.0 FTE.

8. FY2026 MDOC Plan and Application
   Suggested Motion:
   To approve and forward to the Board of Commissioners the Resolution accepting the Fiscal Year 2026 Michigan Department of Corrections Plan and Application.

9. Clerk/Register Position Upgrade Request
   Suggested Motion:
   To approve and forward to the Board of Commissioners the request from the Clerk/Register of Deeds Office to upgrade one Case Records Technician I position at pay grade 3 to a Case Records Technician IV-D at pay grade 4.

10. FY2025 Budget Adjustments
    Suggested Motion:
    To approve and forward to the Board of Commissioners the FY2025 budget adjustments per the attached schedule.

Discussion Items

Committee Reports

1. Treasurer's Financial Month End Update; Cheryl Clark

Public Comment

Adjournment at Call of the Chairperson

Note: Public Comments on the day's business are to be limited to three (3) minutes.