



## *Lapeer County Board of Commissioners*

255 Clay Street, Suite 301

Lapeer, Michigan 48446

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### **COMMITTEE OF THE WHOLE**

### **A-G-E-N-D-A**

**\*\*COMMISSION CHAMBERS\*\***

**January 19, 2023**

**9:00 A.M.**

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#### **GENERAL BUSINESS**

- CHAIRMAN CALL TO ORDER
- ROLL CALL ATTENDANCE BY CLERK
- OPENING PRAYER AND PLEDGE OF ALLEGIANCE
- APPROVAL OF THE **AGENDA**
- CONSIDERATION OF THE DRAFT **MINUTES** FROM THE **JANUARY 5, 2023** COMMITTEE OF THE WHOLE MEETING
- DISTRIBUTION AND REVIEW OF **OVERNIGHT TRAVEL REQUESTS, GRANT APPLICATIONS AND BUDGET AMENDMENTS** (*throughout the meeting*)
- **DEPARTMENT HEAD UPDATES** – (As needed, No Action Required)
- **PUBLIC TIME** – Citizens Comments (*maximum of 3 minutes per person*)

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#### **NEW BUSINESS**

- 1) **VALLEY AREA AGENCY ON AGING-** Requested Presentation on Services and Funding from Yaushica Aubert, VAAA President & CEO
- 2) **AMY CELL TALENT LLC** – Requested Presentation on Recruitment Services for the County Administrator/Controller Position, from Amy Cell, President & Chief Matchmaker
- 3) **ADMINISTRATION/FINANCE DEPARTMENT/BOC** –Request to Pay December Invoice to Shifman Fournier for Labor Related Services.

Continued—

**4) PROSECUTOR'S OFFICE –**

- A. Wage Study Appeal- Request to Amend MGT Adopted Rates and Establish New Rates for the Prosecuting Attorney Position and the Assistant Prosecuting I, II, & III Positions to be Funded by the Law Enforcement Millage.
- B. Request to Amend the Prosecuting Attorney's Budget to Reflect the Proposed Wage Increases Funded by the Law Enforcement Millage Funding

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**OLD BUSINESS**

None

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**ADDITIONAL ITEMS** *(if needed)*

- A.
  - B.
  - C.
- 

**OTHER BUSINESS**

- **PUBLIC TIME-** Citizens Comments *(maximum of 3 minutes per person)*
- **CLOSED SESSION-** If Needed

**ADJOURN -**

***Upcoming Meetings/Public Hearings/Events:***

*NEXT FULL BOARD MEETING - 1/26/2023*

*NEXT C.O.W MEETING - 02/02/2023*

*FOLLOWING FULL BOARD - 02/09/2023*

**COMMITTEE OF THE WHOLE**

**January 5, 2023**

**9:00 a.m.**

Chairman Kohlman called the meeting to order at 9:00 a.m. in the Commission Chambers on the lower level of the County Complex Building.

Present: Commissioners Brad Haggadone, William Hamilton, Gary Howell, Kevin Knisely, Tom Kohlman, Truman Mast, Bryan Zender

Others: Jackie Arnold, Interim County Controller/Administrator and Chief Financial Officer, Doreen Clark, Assistant to the Administrator, Lynette Stanford, Secretary/Deputy County Clerk

Motion by Zender, supported by Haggadone, to approve the minutes from the December 22, 2021 Committee of the Whole Meeting. Motion carried.

Motion by Mast, supported by Zender, to approve the agenda with the addition of a motion to accept the Chairman Appointments, an appointment to the Senior Programs Advisory Board, and the deletion of a closed session. Motion carried.

**Elected Official/Department Head Updates**

Sheriff McKenna welcomed the Commissioners and gave a brief update regarding recent Department statistics.

Zeb Schons, Superintendent of Road Commission welcomed the Commissioners.

Russell Adams, Emergency Medical Services Authority Board (EMS) welcomed the Commissioners.

Emil Joseph III, Friend of the Court welcomed the Commissioners and noted that the Annual report to the State Court Administrator Office (SCAO) is due May 1, 2023.

**Public Time** – two people spoke during public time.

Motion by Zender, supported by Haggadone, to recommend to the Full Board, to approve the Interlocal Agreement between the County of Lapeer and Oakland County for Medical Examiner Services, as submitted, effective immediately following the 60-day termination notice of services with the Michigan Institute of Forensic Science & Medicine (MIFSM), which was given on December 8, 2022; and further, to authorize the Chair/Vice-Chair to sign said agreement. Motion carried.

Motion by Haggadone, supported by Knisely, to recommend to the Full Board, to authorize payment to the Lapeer Development Corporation for professional economic services for Fiscal Year 2022/2023, at a cost not to exceed \$10,000.00, to be paid from line item 101-237-959.000. Motion carried.

Motion by Knisely, supported by Mast, to recommend to the Full Board, to authorize payment to the Valley Area Agency on Aging (VAAA) in the amount of \$6,000.00 for the local match contribution for Fiscal Year 2023, to be paid from line item 276-172-957.000; and further, that this payment be processed during the month of February. Motion carried.

Motion by Howell, supported by Hamilton, to recommend to the Full Board, to authorize the renewal of Liability Insurance coverage through Michigan Municipal Risk Management Authority, for the period of January 1, 2023 through December 31, 2023 with the annual premium of \$526,544.00 to be paid from line item 101-242-713.000, and to authorize said payments; and further; to authorize the Chair/Vice-Chair to sign said renewal. Motion carried.

Motion by Hamilton, supported by Knisely, to recommend to the Full Board, to accept the Chairman appointments. Motion carried.

#### **Senior Programs Advisory Board**

Commissioner Hamilton announced that he has appointed John DeAngelis to serve as the Representative for District #6 on the Senior Programs Advisory Board.

**Public Time** – two people spoke during public time.

The Commissioners gave brief reports on upcoming meetings and events.

Motion by Knisely, supported by Zender, to adjourn the meeting. 10:00 a.m.

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Tom Kohlman, Chairman  
Committee of the Whole

**Lapeer County Services Funded by Valley Area Agency on Aging  
Older Americans Act (OAA)**

**FY 2022**

<b>Service</b>	<b>Clients</b>	<b>Units</b>
Care Management	20	138
Congregate Meals	286	15,687
Home Delivered Meals	289	84,477
Homemaker	136	4,434.75
Outreach	127	2,241
Personal Care	45	1,276.25
Respite	32	2,927.50

**Total Unduplicated Clients- 935**

**Total Units Provided- 111,181.5**

## FY 2023 FUND DISTRIBUTION

60+ Population, by County (2019 Census)

<u>Genesee</u>	<u>Lapeer</u>	<u>Shiawassee</u>	Total
72.60%	14.83%	12.57%	100.00%

	Genesee County (Incl. City of Flint)		Lapeer County		Shiawassee County		Total Funds
Adult Day Care	\$ 137,597	83.97%	\$ -	0.00%	\$ 26,272	16.03%	\$ 163,869
Care Management	377,453	77.35%	54,998	11.27%	55,511	11.38%	487,962
Case Coordination & Support	18,048	63.00%	-	0.00%	10,599	37.00%	28,647
Chore Maintenance	50	1.23%	0	0.00%	4,000	98.77%	4,050
Congregate Meals	298,719	72.60%	61,019	14.83%	51,720	12.57%	411,458
Home Delivered Meals	977,726	72.60%	199,719	14.83%	169,284	12.57%	1,346,729
Home Injury Control	100	4.32%	-	0.00%	2,214	95.68%	2,314
Independence by Choice	26,000	100.00%	-	0.00%	-	0.00%	26,000
Information & Assistance	239,218	88.51%	-	0.00%	31,065	11.49%	270,283
In-Home Respite	126,786	58.00%	68,846	31.49%	22,976	10.51%	218,608
In-Home Services (PC/HM/CLS)	635,508	67.80%	180,906	19.30%	120,906	12.90%	937,320
Kinship Caregiver Respite	20,000	100.00%	-	0.00%	-	0.00%	20,000
Medication Management	2,884	31.38%	-	0.00%	6,308	68.62%	9,192
Outreach	26,277	50.83%	25,419	49.17%	-	0.00%	51,696
Personal Emergency Reponse	4,000	100.00%	-	0.00%	-	0.00%	4,000
Transportation	1,150	100.00%	-	0.00%	-	0.00%	1,150
Assistance to the Hearing Impaired & Deaf	100	100.00%	-	0.00%	-	0.00%	100
Caregiver Supplemental Services	100	100.00%	-	0.00%	-	0.00%	100
CLP Services	1,000	100.00%	-	0.00%	-	0.00%	1,000
	\$ 2,892,716	72.60%	\$ 590,907	14.83%	\$ 500,855	12.57%	\$ 3,984,478
<b>Tri - County Services</b>							
Elder Abuse Education	\$ 6,581	72.60%	\$ 1,344	14.83%	\$ 1,139	12.57%	\$ 9,065
Emergency Gap Filling	73	72.60%	15	14.83%	12	12.57%	100
Friendly Reassurance	2,868	72.60%	586	14.83%	497	12.57%	3,950
Legal Services	28,314	72.60%	5,784	14.83%	4,902	12.57%	39,000
Long - Term Care Ombudsman	38,426	72.60%	7,849	14.83%	6,653	12.57%	52,929
Caregiver Training	7,260	72.60%	1,483	14.83%	1,257	12.57%	10,000
Evidence Based Disease	63,012	72.60%	12,871	14.83%	10,911	12.57%	86,793
Funding by county prior to NSIP	\$3,039,250		\$620,840		\$526,226		\$4,186,315
NSIP - Congregate Meals	\$ 55,661	61.82%	\$ 13,813	15.34%	\$ 20,567	22.84%	\$ 90,041
NSIP - Home Delivered Meals	430,337	75.96%	73,822	13.03%	62,395	11.01%	566,554
<b>Total Funding</b>	<b>\$ 3,525,248</b>	<b>72.79%</b>	<b>\$ 708,475</b>	<b>14.63%</b>	<b>\$ 609,188</b>	<b>12.58%</b>	<b>\$ 4,842,910</b>

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**DATE:** January 9, 2022

XX REQUEST FOR ACTION

\_\_\_\_\_ FOR YOUR INFORMATION

\_\_\_\_\_ REQUEST FOR INFORMATION

**TO:** COMMITTEE OF THE WHOLE

**FROM:** Jackie Arnold, Interim County Controller/Administrator

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**SUMMARY OF REQUEST / INFORMATION:** Request authorization to pay the December invoice from Shifman Fournier for labor related legal services.

**BACKGROUND INFORMATION:**

**ADDITIONAL INFORMATION:**

**CONTACT PERSON(S):** Jackie Arnold and/or Doreen Clark

**SUPPORTING DOCUMENTS:** Legal Summary for Invoice #15119

**DRAFT MOTION:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to recommend to the Full Board to authorize payment to Shifman Fournier, PLC, in the amount of \$5,925.00 for labor related legal services rendered through December 31, 2022, to be paid from line item #101-239-801.020.

**ATTACHMENTS** YES X NO \_\_\_\_\_





Howard L. Shifman  
Brandon Fournier  
Robert Nyovich- Of Counsel



31600 Telegraph Road, Suite 100  
Bingham Farms, MI 48025  
Phone (248) 642-2383 or  
(248) 594-8700  
Fax (248) 594-7080  
shifmanfournier.com

**VIA EMAIL ONLY**

**PRIVILEGED ATTORNEY-CLIENT COMMUNICATION**

January 9, 2023

Doreen Clark, Assistant to County Administrator/Controller  
Lapeer County  
255 Clay Street  
Lapeer, MI 48446

Re: Lapeer County/Invoice for Services

Ms. Clark:

Attached please find our invoice for services December 31, 2022.

Invoice No. 15119

Lapeer County –	
General	\$ 750.00
Sheriff's Department	\$ 2,820.00
CMH	\$ 1,620.00
FOC	\$ 0.00
District Court	\$ 0.00
Health Department	\$ 630.00
911 MAPE	\$ 0.00
911 POAM	\$ 105.00
Non-Union	\$ 0.00

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**TOTAL DUE** **\$ 5,925.00**

Please make check payable to Shifman Fournier, PLC

Thank you for your attention in this matter. If you have any questions or comments, please feel free to contact me at your convenience.

Very truly yours,

**SHIFMAN FOURNIER**  
  
Jessica Fanego, Office Administrator  
[Jessica@shifmanfournier.com](mailto:Jessica@shifmanfournier.com)

**REQUEST FOR ACTION**

**DATE:** January 3, 2023

XX REQUEST FOR ACTION

       FOR YOUR INFORMATION

       REQUEST FOR INFORMATION

**TO:** Lapeer County Board of Commissioners

**FROM:** John Miller – Prosecuting Attorney

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**SUMMARY OF REQUEST / INFORMATION:**

Amend the Office of Prosecuting Attorney 2023-2024 budget to revise the Attorney pay scales that were funded and approved by passage of the Lapeer County Law Enforcement Millage.

**ADDITIONAL INFORMATION:**

**CONTACT PERSON(S):**

**BACKGROUND INFORMATION:**

The 2022 wage study adopted is flawed as it relates to Prosecuting Attorney pay scales because it fails to account for the comparisons expressly referenced in Millage presentations. MGT wage study utilized other under paid Prosecutor pay scales as the comparison.

**SUPPORTING DOCUMENTS:**

**DRAFT MOTION:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to amend the 2023-2024 Office of Prosecuting Attorney budget and implement the attached pay scale for Prosecuting Attorney positions.

ATTACHMENTS    YES X    NO \_\_\_\_\_

## **LAPEER COUNTY**

### **CLASSIFICATION AND COMPENSATION PLAN**

#### **APPEAL PROCEDURES**

**Should a difference arise between the County and any staff member of the County of Lapeer with regards to MGT's Classification and Compensation Plan of 2022, the County shall only resolve the matter through the following Appeal process:**

**STEP 1:** Any employee who disagrees with the results of the MGT Classification and Compensation Plan of 2022, shall first raise the matter with their Department Head/Elected Official or immediate Supervisor. If the Department Head/Elected Official agrees with said employee, then the Department Head shall proceed to Step 2.

**STEP 2:** The Department Head/Elected Official shall complete the "Lapeer County Classification & Compensation Study Appeals Form" and submit to the County Controller/Administrator and Chief Financial Officer for further consideration and discussion. You may attach additional documentation, if necessary. In the event the Appeal is commenced by an Elected Official, the Elected Official shall have the option to submit a Request for Action to the Board of Commissioners to be placed on an upcoming Committee of the Whole Agenda for further consideration and discussion.

The decision of the County Controller/Administrator or the Board of Commissioners shall be final and will be in writing or in the form of a motion. The Board may, at their discretion, refer the matter to another meeting if further information or documentation is necessary to make an informed decision.

All appeals as provided under this section must be commenced no later than 120 days after the date of implementation of 12/24/2022.

# OFFICE OF PROSECUTING ATTORNEY PROPOSED PAY SCALE - 2023

<u>MGT Comparables</u>	<u>APA Low</u>	<u>APA High</u>	<u>CAPA Low</u>	<u>CAPA High</u>	<u>PA</u>
Van Buren	\$ 54,100.00	\$ 99,200.00	\$ 73,500.00	\$ 101,500.00	\$ 121,600.00
Allegan	\$ 66,400.00	\$ 92,900.00	\$ 104,900.00	\$ 104,900.00	\$ 122,700.00
Barry	\$ 53,800.00	\$ 69,200.00	\$ 74,200.00	\$ 89,000.00	\$ 116,900.00
Cass	\$ 54,200.00	\$ 77,700.00	\$ 75,800.00	\$ 98,600.00	\$ 122,300.00
Clinton	\$ 67,900.00	\$ 82,500.00	\$ 79,300.00	\$ 96,400.00	\$ 122,800.00
Grand Traverse	\$ 51,900.00	\$ 103,100.00	\$ 89,100.00	\$ 111,400.00	\$ 129,600.00
Isabella	\$ 57,400.00	\$ 77,200.00	\$ 92,700.00	\$ 92,700.00	\$ 125,000.00
Midland	\$ 61,300.00	\$ 105,900.00	\$ 94,100.00	\$ 122,400.00	\$ 131,700.00
Shiawassee	\$ 57,100.00	\$ 69,800.00	\$ 72,200.00	\$ 88,300.00	\$ 110,300.00
St. Joseph	\$ 72,200.00	\$ 93,900.00	\$ 95,300.00	\$ 124,900.00	\$ 120,800.00
MGT Comparable Aves:	\$ 59,630.00	\$ 87,140.00	\$ 85,110.00	\$ 103,010.00	\$ 122,370.00
MGT Suggested scales:	\$ 67,737.93	\$ 112,708.00	\$ 85,330.29	\$ 121,724.64	\$ 129,172.33

Difference: \$ 8,107.93 \$ 25,568.00 \$ 220.29 \$ 18,714.64 \$ 6,802.33  
 % 12% 23% 0% 15% 5%

<u>LE Millage Comparables</u>	<u>APA Low</u>	<u>APA High</u>	<u>CAPA Low</u>	<u>CAPA High</u>	<u>PA</u>
Genesee (APAs are unioni	\$ 45,400.00	\$ 103,800.00	\$ 117,000.00	\$ 117,000.00	\$ 167,300.00
Oakland	\$ 66,600.00	\$ 138,300.00	\$ 113,800.00	\$ 152,500.00	\$ 177,400.00
Macomb	\$ 61,200.00	\$ 126,200.00	\$ 95,600.00	\$ 127,500.00	\$ 159,300.00
St. Clair	\$ 59,500.00	\$ 78,300.00	\$ 91,500.00	\$ 120,500.00	\$ 139,500.00
Livingston	\$ 72,300.00	\$ 119,500.00	\$ 101,300.00	\$ 131,700.00	\$ 154,200.00
Average:	\$ 61,000.00	\$ 113,220.00	\$ 103,840.00	\$ 129,840.00	\$ 159,540.00

<u>OPA Proposed:</u>		Start	Step 1	Step 2	Step 3	Step 4	Max.
PA	\$	153,000.00	\$ 153,000.00	\$ 135,000.00	\$ 153,000.00	\$ 153,000.00	\$ 153,000.00
CAPA	\$	130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00
APA-I	\$	80,000.00	\$ 82,000.00	\$ 84,000.00	\$ 86,000.00	\$ 88,000.00	\$ 90,000.00
APA-II	\$	94,000.00	\$ 96,600.00	\$ 99,200.00	\$ 101,800.00	\$ 104,400.00	\$ 107,000.00
APA-III	\$	110,000.00	\$ 112,500.00	\$ 115,000.00	\$ 117,500.00	\$ 120,000.00	\$ 122,500.00

\*on call pay = +\$500/week

Circuit Court Judge **\$167,913.00**

Same for every county in Michigan

Arkansas adopted elected PA compensation at 95% of judicial salary.

## John Miller

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**From:** Sheena Horton <SHorton@mgtconsulting.com>  
**Sent:** Wednesday, November 2, 2022 7:44 AM  
**To:** John Miller  
**Cc:** Quentin Bishop  
**Subject:** RE: [EXTERNAL]Follow up Mtg needed

Hi John,

I shared an earlier email with Quentin but can note the key points below to clear any confusion. The data in Appendix B for the PA were not used for determining the recommended pay; only a recording of the responses received from the responding organizations to the market survey.

Below are the market salaries referenced for determining the proposed pay:

Prosecutor			
County	Population (2020)	Comparisons - SEV - Elected Officials - Administration (from Lapeer)	Prosecuting Attorneys Coord. Council 2022 Survey
Van Buren	75587	\$ 121,640.03	\$ 121,600.00
Allegan	120502	\$ 122,748.60	\$ 122,700.00
Barry	62423	\$ 116,874.00	\$ 116,900.00
Cass	51589	\$ 122,257.00	\$ 122,300.00
Clinton	79128	\$ 122,757.00	\$ 122,800.00
Grand Traverse	95238	\$ 136,058.00	\$ 129,600.00
Isabella	69872	\$ 125,013.99	\$ 125,000.00
Midland	83494	\$ 131,743.00	\$ 131,700.00
Shiawassee	68094	\$ 110,302.00	\$ 110,300.00
St. Joseph	60939	\$ 120,819.00	\$ 120,800.00
<b>AVGs</b>		\$ 123,021.26	\$ 122,370.00

The larger counties were excluded from the final peer group (significantly larger populations):

County	Population (2020)
Van Buren	75587
Allegan	120502
Barry	62423
Cass	51589
Clinton	79128
Grand Traverse	95238
Isabella	69872
Midland	83494
Shiawassee	68094
St. Joseph	60939

#### AVGs

Macomb	873,972.00
Livingston	191,995.00
Genesee	405,813.00
Oakland	1,257,584.00
St Clair	159,510.00

We included a couple of the larger counties in the market survey per request and more as FYI but they were ultimately excluded from analysis. We received limited/skewed data for a few of these larger counties given population size and data quality. For those reasons, these data were excluded from the review but included in the appendix. We added clarifying notes to the amended report regarding this appendix.

Job Title	Respondent Org	Respondent Org Matching Title	Years in Class (Average)	Minimum	Maximum	Actual Average
Prosecuting Attorney	Organization 1	Prosecuting Attorney	5	\$102,502.40	\$102,502.40	
	Clinton County, MI	Prosecuting Attorney	15			\$74,565.00
	Oakland County, MI	Assistant Prosecutor		\$66,451.00	\$89,165.00	
	Organization 2	Prosecuting Attorney			\$139,485.00	
	Organization 3	Prosecutor		\$160,886.00	\$160,886.00	\$160,886.00
Average:			10	\$108,679.80	\$123,003.60	\$117,725.50

Hope this provides clarity regarding the data used in the PA comparison. Feel free to reach out if you have any questions.

Thanks!

**Sheena A. Horton, PMP** (she/her)  
 Business Process Director, Growth & Innovation  
 Performance Solutions Group  
 Raleigh, NC  
 Phone: 850.296.7143  
 Email: [shorton@matconsulting.com](mailto:shorton@matconsulting.com)

