

**Muskegon County  
Human Services Committee Meeting  
January 12, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:06 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Commissioner Cross, supported by Commissioner Lohman, to approve the minutes of the December 1, 2015, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

HS16/01 – 01      It was moved by Commissioner Scolnik, supported by Commissioner Wilkins, to authorize Public Health - Muskegon County to award the water laboratory analysis contract to Trace Analytical Laboratories for the period of January 1, 2016 through September 30, 2016, with a one year renewal option, with no effect on county general fund. Motion carried.

**OLD BUSINESS**

None.

## **NEW BUSINESS**

Commissioner Hughes asked Ms. Kathy Moore, Public Health Director, to share information regarding the scheduled Public Health Flu Clinic. Ms. Kathy Moore gave kudos to her Public Health Registered Nurses who brainstormed on ideas to assist the public in obtaining flu vaccinations at a reduced rate for those individuals who don't qualify for the flu vaccination at no charge. Ms. Moore introduced Ms. Jean Chang, Public Health Epidemiologist who in turn introduced Public Health Nurses: Ms. Randi Sniegowski, Melissa Bisel and Sally Schmieding. They presented information on the Public Health Department flu vaccination clinic being held from January 19th through the 22nd, 2016 and noted the flu vaccination cost will be lowered during this time to \$15.00 from the previous fee of \$27.00. The Clinic hours will be 8:00 - 11:00 a.m. and 12:00 p.m. to 4:30 p.m. with no appointment necessary.

Commissioners thanked staff for their solution in reaching out to the public and in utilizing the flu vaccine supply.

Commissioner Scolnik inquired if the Public Health Department had Sharps disposal for the general public. Ms. Kathy Moore noted they had in the past provided this service but were no longer able to due to liability issues.

## **PUBLIC COMMENT**

Ms. Sally Schmieding, Public Health Department Registered Nurse, addressed the Board and noted she will pursue possible options for Sharps disposal and provide Commissioners with a response.

## **ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:22 p.m.

# MUSKEGON COUNTY

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# MICHIGAN

## Board of Commissioners

Terry J. Sabo  
Chair, District 8

Benjamin Cross  
Vice-Chair, District 2

Marvin R. Engle  
District 5

Susie Hughes  
District 3

Jeff Lohman  
District 7

Kenneth Mahoney  
District 9

Charles Nash  
District 6

Robert Scolnik  
District 4

Rillastine R. Wilkins  
District 1

January 27, 2016

## MEETING CANCELLATION

Notice is hereby given that the Muskegon County Board of Commission Courts & Public Safety Committee meeting and Human Services Committee meeting of February 2, 2016 are cancelled.

Posted: January 27, 2016

**Muskegon County  
Human Services Committee Meeting  
March 8, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Bob Scolnik, Rillastine Wilkins

Excused: Terry J. Sabo

**APPROVAL OF MINUTES**

It was moved by Commissioner Engle, supported by Commissioner Lohman, to approve the minutes of the January 12, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**PRESENTATION: MSU Extension Update**

Mr. Mike Krauch, District #5 Coordinator, presented an update to the Board of Commissioners on the activities of the MSU Extension. He noted they recently moved from one location at South Campus to another, now being located at 209 East Apple in the Public Health department building. He thanked Ms. Kathy Moore, Public Health Director, and her staff for their welcome and the Facilities Management staff for their assistance in making a smooth transition/move. He noted there has been an increase in the Extension services being utilized to include agriculture, 4-H, health & nutrition, youth mentoring, Greening Michigan, etc. Mr. Krauch invited Commissioners to tour the new location and, as always, to contact him with any questions.

**ITEMS FOR CONSIDERATION**

HS16/03 – 02      It was moved by Commissioner Engle, supported by Commissioner Mahoney, to authorize Brookhaven to conduct the competitive bid process for Pharmacy services. Motion carried.

- HS16/03 - 03      It was moved by Commissioner Mahoney, supported by Commissioner Engle, to authorize Public Health to amend its FY16 budgeted revenue from Lakeshore Regional Partners to \$414,917 and further authorize the Board Chair and Public Health Director to sign the contract. Motion carried.
- HS16/03 - 04      It was moved by Commissioner Cross, supported by Commissioner Lohman, to authorize Public Health to participate in the WIC Project FRESH Program as the state authorized WIC Market Master, to enter into individual agreements with each of the approximately 25 local farmers and to reimburse the participating farmers for Project FRESH coupons redeemed for fresh fruits and vegetables sold to eligible WIC program participants; further authorize the Public Health Director to sign the Agreements between WIC Market Master and Farmer and WIC Market Master Michigan Department of Health and Human Services, with no change in the general fund appropriation. Motion carried.
- HS16/03 - 05      It was moved by Commissioner Lohman, supported by Commissioner Cross, to authorize the Public Health Director to sign the amended agreement with MDEQ to increase funding for Great Lakes Beach Monitoring to \$62,976.07, with no effect to County general fund. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:22 p.m.

**Muskegon County  
Human Services Committee Meeting  
April 5, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Susie Hughes, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

Excused: Benjamin Cross, Marvin Engle, Jeff Lohman, Kenneth Mahoney

**APPROVAL OF MINUTES**

It was moved by Commissioner Nash, supported by Commissioner Wilkins, to approve the minutes of the March 8, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

HS16/04 – 06      It was moved by Commissioner Scolnik, supported by Commissioner Nash, to receive Access Health's Consolidated Financial Statements and Independent Auditors' Report for the years ending September 30, 2015 and 2014 and place on file. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:02 p.m.

**Muskegon County  
Human Services Committee Meeting  
May 3, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Commissioner Cross, supported by Commissioner Scolnik, to approve the minutes of the April 5, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

There were no items presented for consideration.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Ms. Kathy Moore, Public Health Director, presented information to the Board regarding the Chief Medical Examiner, Joyce deJong, D.O., designating/appointing board-certified forensic pathologist Dr. Amanda Fisher-Hubbard as Deputy Medical Examiner for Muskegon County.

Commissioner Hughes presented information regarding a Rally for Disability Pride taking place Friday, May 6th at 10:00 a.m. at Alcoa Square, Downtown Muskegon.

HS16/05 – 07        It was moved by Commissioner Mahoney, supported by Chairman Sabo, to approve a Proclamation declaring May 6, 2016 as Disability Pride Day in Muskegon County. Motion carried.

HS16/05 - 08        It was moved by Chairman Sabo, supported by Commissioner Engle, to approve a Special Full Board Meeting of the Muskegon County Board of Commissioners, Thursday, May 5, 2016, at 4:30 p.m., Hall of Justice, 990 Terrace, Muskegon, MI 49442. Motion carried.

Commissioner Mahoney noted Muskegon County Clerk Nancy A. Waters was recently presented with the Levin Dingell Inaugural Award in Detroit.

Commissioner Mahoney also noted Senator Goeff Hansen received an NAACP award for his Detroit Public School legislation.

#### **PUBLIC COMMENT**

None.

#### **ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:09 p.m.

**Muskegon County  
Human Services Committee Meeting  
June 7, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 5:09 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Commissioner Cross, supported by Commissioner Engle, to approve the minutes of the May 3, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

Ms. Lisa Tyler, Communications Director - Senior Resources of West Michigan, addressed the Board in support of motion HS16/06 - 12.

**ITEMS FOR CONSIDERATION**

HS16/06 – 09            It was moved by Commissioner Scolnik, supported by Commissioner Wilkins, to amend the Mental Health FY2016 Budget proposed to the County of Muskegon from \$59,220,152 up to \$60,663,979 for both revenues and expenditures, and to approve HealthWest personnel position changes listed on the HealthWest Budget Amendment. Motion carried.

HS16/06 - 10            It was moved by Commissioner Cross, supported by Commissioner Scolnik, to accept the recommendation of the Public Health Advisory Committee and authorize position changes in the Public Health department as follows: delete Environmental Protection Officer position G34801; reclass Environmental Quality Officer positions G34503, G34504, G34506 and G34507 to Environmental Health Officer II at pay range GU00280; reclass Environmental Protection Officer positions G348032 G34803 and G34805 to Environmental Health Officer II at pay range GU00280; reclass Departmental Clerk

position G34022 to Health Services Specialist at pay range GU00170; reclass WIC Coordinator position X95601 to WIC Supervisor at pay range NX00290; and reclass Nursing Coordinator position X57401 to Nursing Supervisor at pay range NX00290 resulting in an overall cost savings with no increase in general fund appropriation. Motion carried.

HS16/06 - 11 It was moved by Commissioner Nash, supported by Commissioner Scolnik, to accept the recommendations of the Public Health Advisory Committee and authorize Public Health to promote Jeff Croll to the Environmental Quality Supervisor position X32601 at step 3 (\$27.153 per hour) retroactive to 5/16/16. Motion carried.

HS16/06 - 12 It was moved by Chairman Sabo, supported by Commissioner Lohman, to officially commit to a formal RFQ process to allocate the monies raised from the senior millage, if approved on August 2, 2016; and further to establish a committee representative of Muskegon County residents to review, recommend and report on activities and expenditures of the related funds. Motion carried.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

Ms. Kathy Moore, Public Health Director, shared the newly released Vital Statistics card and credited Dr. Jean Chang, Public Health Epidemiologist, with authorizing that document.

Ms. Moore introduced Mr. Bob Kimball, Environmental Protection Officer and union steward, whom she noted served as the primary communicator/liaison to assure Teamsters 214 were in agreement with proposed position changes. Chairman Sabo noted he worked with Mr. Kimball in the past at the Muskegon Heights Fire Department and found him to be very professional and very educational.

Ms. Moore also noted Mr. Adam Rosema, Environmental Quality Officer, took on many additional duties during the vacancy of the Environmental Health Supervisor. Commissioner Nash requested a letter of appreciation for Mr. Rosema's job performance above and beyond his duties. Commissioner Nash requested similar staff recognition from all departments.

Ms. Moore invited Commissioners to the Project Fresh Family Fun Day being held on Saturday, June 11th at the Public Health Department.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 5:25 p.m.

**Muskegon County  
Human Services Committee Meeting  
July 5, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:10 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Commissioner Lohman, supported by Commissioner Engle, to approve the minutes of the June 7, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

HS16/07 – 13      It was moved by Commissioner Lohman, supported by Commissioner Engle, to adopt the Veterans' Hiring Preference Policy. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:13 p.m.

**Muskegon County  
Human Services Committee Meeting  
August 2, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:41 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Bob Scolnik, Rillastine Wilkins

Excused: Terry J. Sabo

**APPROVAL OF MINUTES**

It was moved by Commissioner Mahoney, supported by Commissioner Engle, to approve the minutes of the July 5, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

HS16/08 – 14      It was moved by Commissioner Nash, supported by Commissioner Mahoney, to authorize the Chairman of the County Board of Commissioners to sign on behalf of Muskegon County that the applications by HealthWest, Bethany Housing Ministries, aka Community Encompass and Every Woman's Place for funding under the Continuum of Care Program Competition, CDFA 14.267 are consistent with Muskegon County's Consolidated Plan for Housing, 2011-2016. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:44 p.m.

**Muskegon County  
Human Services Committee Meeting  
September 6, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:19 p.m.

**ROLL CALL**

Present: Benjamin Cross, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

Excused: Marvin Engle

Commissioner Hughes requested a moment of silence in remembrance of Dr. Doris Rucks, Department of Health and Human Services Board Chair.

**APPROVAL OF MINUTES**

It was moved by Commissioner Nash, supported by Commissioner Mahoney, to approve the minutes of the August 2, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**ITEMS FOR CONSIDERATION**

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|--------------|---|
| HS16/09 – 15 | It was moved by Commissioner Mahoney, supported by Commissioner Cross, to approve the salary range change for the Administrator/Brookhaven position (Y02501) from ND-0035 (\$37.929-\$48.263/hr) to ND-0045 (\$45.154-\$57.694/hr) and authorize the posting and filling of this position at the new salary range. Motion carried.  |
| HS16/09 - 16 | It was moved by Commissioner Cross, supported by Commissioner Mahoney, to approve appointment of Angela Hicks, Brookhaven Nursing Director Assistant, as the Interim Administrator Assistant for Clinical Services/Director of Nursing, effective July 30, 2016, at Step 3, \$33.061, of the Administrator Assistant for Clinical Services/Director of Nursing pay range. Motion carried. |

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:30 p.m.

**Muskegon County  
Human Services Committee Meeting  
October 4, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Commissioner Nash, supported by Commissioner Lohman, to approve the minutes of the September 6, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**BROOKHAVEN INFORMATIONAL ITEMS**

It was moved by Commissioner Engle, supported by Commissioner Lohman, to place on file the following Brookhaven informational items: August 2016 Monthly Report, Department of Health & Human Services/Brookhaven Board Meeting Minutes of August 24, 2016 and the Brookhaven Financial Analysis. Motion carried.

**ITEMS FOR CONSIDERATION**

HS16/10 - 17      It was moved by Commissioner Mahoney, supported by Chairman Sabo, to amend the Mental Health FY2017 Budget proposed to the County of Muskegon from \$62,894,548 up to \$64,782,100 for both revenues and expenditures, and to approve HealthWest personnel position changes listed on the HealthWest Budget Amendment. Motion carried.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Commissioner Engle noted the West Michigan Prosperity Alliance Grant Award meeting was held recently. Commissioner Hughes noted all projects were funded with Muskegon's Regional Force Main project (wastewater pipeline to connect Coopersville to our system) receiving the second largest amount of votes overall.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:04 p.m.

**Muskegon County  
Human Services Committee Meeting  
November 1, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Benjamin Cross, Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, [excused at 4:13 p.m.] Rillastine Wilkins

**APPROVAL OF MINUTES**

It was moved by Commissioner Cross, supported by Commissioner Lohman, to approve the minutes of the October 4, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**BROOKHAVEN INFORMATIONAL ITEMS**

The following Brookhaven informational items will be placed on file: September 2016 Monthly Report, Department of Health & Human Services/Brookhaven Board Meeting Minutes of October 11, 2016 and the Brookhaven Financial Analysis of August 2016.

**PRESENTATION**

Mr. Michael Pyne, HealthWest, presented information regarding the Suicide in Muskegon County report dated May 2016 as prepared by the Muskegon County Suicide Prevention Coalition.

He reported on statistics between 2014 and 2015 in Muskegon County which include: a 105% increase in deaths by suicide which made Muskegon County's rate of deaths by suicide 62% higher than the state's average and our rate of deaths by suicide 70% higher than the national average. Future goals of the Suicide Prevention Coalition include continued work of the Suicide Death Review & Prevention Team in order to acquire data, reduce stigma

while increasing mental health literacy through education, educate health providers in the fundamentals, improved outreach to veterans and older adults, continued outreach to young people and decrease suicide by 40% in Muskegon County over the next 5 years.

### **ITEMS FOR CONSIDERATION**

- HS16/11 - 18            It was moved by Commissioner Engle, supported by Commissioner Wilkins, to allow the reclassification of the MDS Certified Nurse/BKH (FT) position X52101 to an MDS Coordinator/BKH (FT) with a salary range adjustment to NX-00290, \$25.005 - \$31.557/hr, for Brookhaven Medical Care Facility. Motion carried.
- HS16/11- 19            It was moved by Commissioner Mahoney, supported by Commissioner Nash, to authorize Public Health to accept the FY2017 Comprehensive, Planning, Budget and Contracting agreement for \$2,561,454 from the Michigan Department of Community Health with no changes to the Public Health General Fund allocation; and further authorize the Public Health Director to sign the associated agreement. Motion carried.
- HS16/11 - 20            It was moved by Commissioner Nash, supported by Commissioner Mahoney, to authorize the Public Health Director to sign the agreement with the Michigan Department of Environmental Quality for the rendering of technical services in the amount of \$59,372, effective from October 1, 2016 to September 30, 2017, with no effect on County General Funds. Motion carried.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

None.

### **PUBLIC COMMENT**

None.

### **ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:19 p.m.

**Muskegon County  
Human Services Committee Meeting  
December 6, 2016  
4:00 p.m.  
Hall of Justice, 4<sup>th</sup> Floor  
Muskegon, MI**

**Susie Hughes, Chair**

**Charles Nash, Vice-Chair**

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**MINUTES**

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**CALL TO ORDER**

The meeting was called to order by Commissioner Hughes at 4:00 p.m.

**ROLL CALL**

Present: Marvin Engle, Susie Hughes, Jeff Lohman, Kenneth Mahoney, Charles Nash, Terry J. Sabo, Bob Scolnik, Rillastine Wilkins

Excused: Benjamin Cross

**APPROVAL OF MINUTES**

It was moved by Commissioner Nash, supported by Commissioner Wilkins, to approve the minutes of the November 1, 2016, meeting as written. Motion carried.

**PUBLIC COMMENT (On an agenda item)**

None.

**BROOKHAVEN INFORMATIONAL ITEMS**

The following Brookhaven informational items will be placed on file: October 2016 Monthly Report, Department of Health & Human Services/Brookhaven Board Meeting Minutes of October 26, 2016 and the Brookhaven Financial Analysis of September 2016.

**PRESENTATION**

Ms. Lana Carson, Pound Buddies Director, provided an update to the Board on the Pound Buddies organization. She noted Muskegon County has achieved the status as a “no kill shelter”. She also noted they recently received a grant in the amount of \$10,000 which will be used to target specific areas in the county heavy with feral cats. Commissioner Mahoney asked that she also work with Lakewood Club officials as this appears to be a problem in that area. Ms. Carson also noted they have reached out to Public Health staff to assist as needed with dog bite incidents, i.e., offering safety and security of the animal, assistance with reporting requirements, etc.

Commissioners congratulated Ms. Carson and the Pound Buddies organization on their continued success.

### **ITEMS FOR CONSIDERATION**

- HS16/12 - 21        It was moved by Commissioner Mahoney, supported by Commissioner Engle, to award RFP16-2224 LTC Pharmacy Services to Omnicare of Grand Rapids as the pharmacy services provider for Brookhaven Medical Care Facility for a term of 1 year with the option to renew for two (2) subsequent years based on a mutual agreement between both parties. Motion carried.
- HS16/12 - 22        It was moved by Commissioner Scolnik, supported by Commissioner Engle, to adopt the By-Laws of and form the Muskegon County Senior Activities Committee, upon recommended revisions being finalized by Corporate Counsel prior to Full Board meeting of December 13, 2016. Motion carried.
- HS16/12- 23        It was moved by Commissioner Mahoney, supported by Commissioner Scolnik, to reappoint Joyce deJong, D.O., to the Chief Medical Examiner post for Muskegon County from January 1, 2017 through December 31, 2020, and to continue to contract with the Homer Stryker M.D. School of Medicine at Western Michigan University for medical examiner services for the same period; further authorize the Board Chair and Public Health Director to sign the associated agreement. Motion carried.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

- HS16/12 - 24        It was moved by Commissioner Mahoney, supported by Chairman Sabo, to support a resolution recognizing individuals involved in a recent critical emergency call to Central Dispatch and ultimately the Dalton Township Fire Department and Professional Med Team ambulance. Motion carried.

Chairman Sabo noted he would like to see these types of critical events being recognized and hoped this information would continue to be shared with the Board of Commissioners.

HS16/12 - 25           It was moved by Commissioner Scolnik, supported by Commissioner Mahoney, to support a resolution recognizing 10-year old Mason Schafler who set a national Boy Scout popcorn sales record. Motion carried.

## **PUBLIC COMMENT**

Dr. Joyce deJong, Medical Examiner, thanked the Board for their continued support. She also recognized Ms. Jo Catania, Chief Investigator of her staff. Dr. deJong introduced Mr. Larry Gardner of Great Lakes Removal and noted they are doing a great job of responding to the scenes timely which is appreciated. She noted it continues to be an honor to serve Muskegon County.

Commissioner Hughes introduced Ms. Meagan Beck of M-Live.

Ms. Kristen Wade, Human Resources Director, provided an update on the proposed Municipal Retirement Reform. She noted this is a 13-bill package to reform and ultimately reduce unfunded municipal pension liability. A copy of her presentation is attached.

## **ADJOURNMENT**

There being no further business to come before the Human Services Committee, the meeting adjourned at 4:34 p.m.