

Category: 100

Number: 131

Subject: **EMERGENCY MANAGEMENT POLICY**

1. PURPOSE: The purpose of this policy is to:
 - 1.1 Provide for the mitigation, preparedness, response and recovery from natural and human-made disasters within Saginaw County;
 - 1.2 Provide a means through which the Saginaw County Board of Commissioners may exercise the authority and discharge the responsibilities vested in them by this resolution and by Act 390 of the Public Acts of 1976, as amended;
 - 1.3 Establish an Office of Emergency Management;
 - 1.4 Provide for the coordination and utilization of manpower and resources in the County in an emergency or disaster situation;
 - 1.5 Prescribe the powers and duties of certain County Departments and Officials in regards to emergency management;
 - 1.6 Prescribe immunities and liabilities; and
 - 1.7 Repeal previous resolutions for this purpose.
2. AUTHORITY: The Saginaw County Board of Commissioners. Administrative policies shall be subject to revision or termination by the Board of Commissioners at its discretion.
3. APPLICATION: This policy applies to all County Departments, Elected Officials and Agencies of Saginaw County.
4. RESPONSIBILITY: The County Emergency Management Director shall be responsible for the implementation and administration of this policy.
5. DEFINITION(S): For the purpose of this resolution, certain words used herein are defined as follows:
 - 5.1 Act means the "Michigan Emergency Management Act", Act No. 390 of the Public Acts of 1976, as amended (MCL '30.401 et seq.).
 - 5.2 Board shall mean the Saginaw County Board of Commissioners.
 - 5.3 Chairperson shall mean the Chairperson of the Saginaw County Board of Commissioners.

- 5.4 Continuity of Government means the preservation, maintenance or reconstitution of civil government's ability to carry out emergency functions, as well as the executive, legislative, and judicial processes under the threat or occurrence of any emergency condition that could disrupt such processes and services.
- 5.5 Disaster means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from a natural or human-made cause, including but not limited to, fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, blight, drought, infestation, explosion, hostile military action or paramilitary action or similar occurrences resulting from terrorist activities, riots or civil disorders.
- 5.6 Disaster relief forces means all Agencies of County and Municipal government, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Saginaw County Emergency Operations Plan or those called into duty or working at the direction of a party identified in the plan to perform a specific disaster or emergency related task during a "Local State of Emergency" or a Governor's declared "State of Disaster" or "State of Emergency".
- 5.7 District Coordinator means the Michigan Department of State Police District Emergency Management Coordinator.
- 5.8 Emergency Management Coordinator means the person appointed pursuant to Act 390, P.A. 1976, as amended, to coordinate all matters pertaining to emergency management within the County.
- 5.9 Emergency management program means a program established to direct and coordinate mitigation, preparedness, response and recovery activities for all emergency or disaster situations within Saginaw County.
- 5.10 Emergency Operations Center (E.O.C.) means the Saginaw County Emergency Operations Center that is located in the basement of the Saginaw County Jail, 208 S. Harrison, Saginaw. The County's E.O.C. is a federally funded facility with approximately 4,000 square feet (not including restrooms, mechanical, storage, bunking & kitchen/dining area) of dual use space. It is specially equipped for 24 hour/multi-day protected operation, from which County and municipal officials and their support staff exercise direction and control, coordination and provides public information in an emergency/disaster.

- 5.11 Emergency Operations Plan means a plan developed and maintained by the County, in accord with State and Federal requirements, for the purpose of responding to all emergency or disaster situations. It identifies and sets forth the organization to respond to and recover from emergencies and disasters.
- 5.11.1 Annex means the sections of the Emergency Operations Plan that support the Basic Plan with additional information for certain functions (i.e., health/medical, human services, public works, etc.).
- 5.11.2 Support Emergency Operations Plan means those plans that are in support of the County Emergency operations Plan, developed by those municipalities with a population of 10,000 or more that have chosen to be included in the County Emergency Management Program and have chosen the County Coordinator as their coordinator. This plan defines the response actions of the municipality and the working relationship with the County.
- 5.12 Governor's State of Disaster or Governor's State of Emergency means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the County or municipal programs affected.
- 5.13 Local State of Emergency means a proclamation or declaration, pursuant to the Act, that activates the response and recovery aspects of any and all applicable local or inter-jurisdictional emergency operations plans and authorizes the furnishing of aid, assistance and directives under those plans. In Saginaw County, such a declaration activates the Saginaw County Emergency Operations Plan and any applicable Support Plans.
- 5.14 Municipal Chief Executive Official means in the case of a city, the mayor or the individual specifically identified in the municipal charter; in the case of a township, the township supervisor.
- 5.15 Rule means the Administrative Rules promulgated pursuant to section 19 of Act No. 390 of the Public Acts of 1976, as amended, being '30.419(2) of the Michigan Compiled Laws.
- 5.16 S.A.R.A. Title III means Title III of the Superfund Amendments and Reauthorization Act of 1986. This is also known as the "Emergency Planning and Community Right-to-Know Act" of 1986 (PL 99-499).
- 5.17 Vital records means those records that contain information needed to continue the effective functioning of a government entity (jurisdiction, agency, department) and for the protection of the rights and interests of citizens.

6. POLICY:

6.1 Short Title

6.1.1 This resolution shall be known and may be cited as the "Emergency Management Resolution".

6.2 Emergency Management Office; Emergency Management Coordinator

6.2.1 By the authority of this resolution there is hereby created an office of Emergency Management within the County of Saginaw government for the purpose of coordinating all mitigation, preparedness, response, and recovery activities within the County emergency management program area. It is the agency through which the Board and its Chairperson may exercise the authority and discharge the responsibilities vested in them by the Act and this Resolution.

6.2.2 The Board of Commissioners has established the position and must appoint an Emergency Management Coordinator to staff this office. This person must have the personal attributes, experience and training necessary to carry out the duties and responsibilities of this position. Pursuant to the Act, the Emergency Management Coordinator shall act for, and at the direction of, the Chairperson of the Board of Commissioners.

6.2.3 In addition, the Chairperson shall appoint at least two persons as successors to the position of the Emergency Management Coordinator. The line of succession shall be listed in the County of Saginaw Emergency Operations Plan.

6.3 Emergency Management Coordinator: Duties

6.3.1 The Emergency Management Coordinator shall comply with the rules, regulations and requirements as established by applicable statute and the Department of State Police Emergency Management Division, under the authority of the Act, in accomplishing the following:

6.3.1.1 Direct and coordinate the development and maintenance of the County of Saginaw Emergency Operations Plan and programs, which shall be in accordance with the rules, policies and guidance established by the appropriate federal and state agencies.

6.3.1.2 Identify departments or agencies that could provide an Annex to the Plan or otherwise cooperate in its development.

- 6.3.1.3 Identify departments, agencies and personnel to serve as emergency management officials, the disaster relief force and support staff.
- 6.3.1.4 Ensure the development and maintenance of a County Resource Manual, which lists personnel, equipment and information resources available to the County in time of emergency.
- 6.3.1.5 Coordinate the recruitment, appointment and utilization of volunteer personnel for disaster response purposes.
- 6.3.1.6 With the approval of the Board, seek out and apply for disaster equipment, preparedness, mitigation, and relief grants.
- 6.3.1.7 Coordinate and/or conduct training programs for the disaster management and relief force within the County.
- 6.3.1.8 Through public information programs, educate the population as to actions necessary for the protection of life and property in an emergency or disaster.
- 6.3.1.9 Assist in the development of mutual aid agreements.
- 6.3.1.10 Oversee the maintenance and implementation of all functions necessary during an emergency or disaster in accordance with this resolution, the Emergency Operations Plan, and the Act.
- 6.3.1.11 Coordinate County emergency management activities with those of the State and adjacent jurisdictions.
- 6.3.1.12 Coordinate all preparedness activities, including maintaining primary and alternate Emergency Operations Centers.
- 6.3.1.13 Encourage and assist political subdivisions within the County to develop and adopt uniform emergency resolutions /ordinances and support plans and procedures.
- 6.3.1.14 Coordinate with municipalities and departments or agencies within the County to identify mitigation opportunities and to encourage implementation of mitigation measures.
- 6.3.1.15 Coordinate with all municipalities that are part of the emergency management program in all matters pertaining to emergency management.

- 6.3.1.16 Serve as the liaison between the emergency management program and the state and federal governments in all matters regarding emergency management.
 - 6.3.1.17 Encourage and coordinate activities by county and municipal agencies, departments, and officials to ensure the continuity of government, including the protection of vital records.
 - 6.3.1.18 With the approval of the Chairperson, develop an annual emergency management work agreement that is filed with and approved by the Michigan Department of State Police Emergency Management Division.
 - 6.3.1.19 Conduct an exercise at least once each fiscal year that tests the Emergency Operations Plan.
 - 6.3.1.20 Serve on call and respond to potential, impending or actual emergencies.
- 6.3.2 Pursuant to the Act and applicable rules and regulations, the County Emergency Management Coordinator is the primary point of contact between the County Emergency Management Program, including each of its component municipalities, and the Michigan State Police Emergency Management Division and Federal Emergency Management Agency. The coordinator is responsible for all coordination, communications and the filing of necessary paper work with that agency in regards to funding, filing of Flash Reports, damage assessments, local emergency declarations and requests for state and federal assistance, and the like.
- 6.3.3 The Emergency Management Coordinator shall also serve as the administrative officer of the Saginaw County Local Emergency Planning and Community Right-to-Know Committee. The responsibilities shall include:
- 6.3.3.1 Serve as the lead planner to coordinate and assist the committee in the development of hazardous material incident response plans as required under S.A.R.A. Title.
 - 6.3.3.2 Administer the budget for the committee.
 - 6.3.3.3 Maintain and make available to the public, in accord with applicable statute, rule and regulation, the community right-to-know information regarding hazardous chemicals in the community.

6.3.3.4 Serve as the Community Emergency Coordinator as defined in S.A.R.A. Title III.

6.3.4 The Emergency Management Coordinator, with the concurrence of the Chairperson, shall appoint persons to serve as emergency management officials and alternates. The Coordinator shall also specify departments or agencies which must provide an Annex to the Plan, or otherwise cooperate in its development.

6.3.5 The Board of Commissioners authorizes the Emergency Management Coordinator to appoint selected County employees to serve in the development and implementation of the County Emergency Operations Plan.

6.4 Board of Commissioners, Chairperson: Powers And Duties

6.4.1 The Board may establish a budget and authorize the application for grants, as they see fit, to fund the Emergency Management Program.

6.4.2 The Chairperson, pursuant to the Act, shall supervise the activities of the Emergency Management Office and Coordinator. With the advice and consent of the Board, he/she shall formulate, review and approve policy and operational guidelines for this office, as needed, and in compliance with the Act and any applicable rules and regulations.

6.4.3 The Board shall, at least once every year, review the Emergency Operations Plan and, upon deeming it adequate, the Chairperson shall certify the plan to be current and adequate for the ensuing year.

6.4.4 When circumstances within the County indicate that the occurrence or threat of occurrence of widespread or severe damage, injury or loss of life or property from natural or human-made cause exists the Chairperson will, in a timely manner, declare a "Local State of Emergency" and implement the Emergency Operations Plan. Such a declaration shall be promptly filed with the Department of State Police, Emergency Management Division. This declaration shall not be continued or renewed for a period in excess of 7 days except with the consent of the Board.

6.4.5 If the Chairperson invokes such power and authority, he/she may, as soon as reasonably expedient, convene the Board for one or more emergency meetings in accordance with the "Open Meetings Act" to perform its normal legislative and administrative duties as the situation demands, and will report to that body relative to emergency activities. Nothing in this resolution shall be construed as abridging or curtailing the powers of the Board unless specifically provided herein.

- 6.4.6 The Chairperson may do one or more of the following under a "Local State of Emergency":
 - 6.4.6.1 Direct the Emergency Management Coordinator to implement the Emergency Operations Plan.
 - 6.4.6.2 Issue directives as to travel restrictions on County or local roads.
 - 6.4.6.3 Relieve County employees of normal duties and temporarily reassign them to other duties.
 - 6.4.6.4 Activate mutual aid agreements.
 - 6.4.6.5 Direct the overall disaster relief effort, including the disaster relief force, in accordance with the Emergency Operations Plan.
 - 6.4.6.6 Notify the public and recommend protective measures.
 - 6.4.6.7 Request a "State of Disaster" or "Emergency Declaration" from the Governor (as described in Section 6.5).
 - 6.4.6.8 When obtaining normal approvals would result in further injury or damage, the Chairperson may, until the Board convenes, waive procedures and formalities otherwise required pertaining to the following:
 - 6.4.6.8.1 For a period of up to 7 days, send the disaster relief force of the County to the aid of other communities as provided by mutual aid agreements.
 - 6.4.6.8.2 For a period of up to 7 days appropriate and expend funds.
 - 6.4.6.8.3 For a period of up to 7 days make contracts, obtain and distribute equipment, materials and supplies for disaster-purposes.
 - 6.4.6.8.4 Employ temporary workers.
 - 6.4.6.8.5 Purchase and distribute supplies, materials and equipment.
 - 6.4.6.8.6 Make, amend or rescind ordinances or rules necessary for emergency management purposes

which supplement a rule, order or directive issued by the Governor or a state agency. Such an ordinance or rule shall be temporary and upon the Governor's declaration that a "State of Disaster" or "State of Emergency" is terminated, shall no longer be in effect.

6.4.7 If a "State of Disaster" or "Emergency" is declared by the Governor, assign and make available for duty the employees, property or equipment of the County within or without the physical limits of the County as ordered by the Governor or the Director of the Michigan Department of State Police in accordance with the Act.

6.5 Governor Declaration Request

6.5.1 If a disaster or emergency occurs that has not yet been declared to be a "State of Disaster" or a "State of Emergency" by the Governor, the Board hereby delegates to the Chairperson the authority to determine if the situation is beyond the control of the County. If the disaster or emergency is considered to be beyond the County's control, the Chairperson may request state assistance. The Emergency Management Coordinator shall immediately contact the District Coordinator. The District Coordinator, in conjunction with the Emergency Management Coordinator, shall assess the nature and scope of the disaster or emergency and they shall recommend the state personnel, services and equipment that will be required for its prevention, mitigation or relief.

6.5.2 The Chairperson shall not request state assistance or a declaration of a "State of Disaster" or a "State of Emergency" for an emergency which has occurred or is occurring solely within the confines of a township, city or village within the County unless requested to do so by the chief executive official of the affected township, city or village.

6.6 Agencies, Departments: Liaison, Officials, And Duties

6.6.1 The Emergency Management Coordinator, with the concurrence of the Chairperson, shall appoint Emergency Management Officials and alternates. Where possible these officials shall be from County and municipal departments, divisions and agencies. These officials are responsible for directing and coordinating emergency management response and recovery operations within their respective Annex area as designated in the Saginaw County Emergency Operations Plan. They are also responsible for overall preparedness and mitigation activities within their Plan Annex area.

- 6.6.2 Each Emergency Management Official and his/her alternate(s), shall be responsible for the following:
- 6.6.2.1 With the concurrence of the department or agency director and the Emergency Management Coordinator and the approval of the Board of Commissioners, recruit, appoint and organize private, volunteer and other personnel to be part of the Saginaw County disaster relief force, to perform specific duties as assigned in the Emergency Operations Plan.
 - 6.6.2.2 Coordinate the agency's or department's emergency management and response efforts with those of other agencies or departments.
 - 6.6.2.3 Attend training courses relevant to the function of the agency or department and ensure staff is trained so as to be able to implement assigned emergency functions.
 - 6.6.2.4 Participate in periodic exercises to enhance the adequacy of the respective agency's or department's response capability.
 - 6.6.2.5 Identify and provide for the protection of vital records.
 - 6.6.2.6 Implement the directives of the Chairperson or his/her designee under a "Local State of Emergency".
 - 6.6.2.7 Provide an Annex to the Plan or otherwise cooperate in its development and maintenance.
- 6.6.3 Each department, division or agency, having been designated a responsibility in the County Emergency Operations Plan shall, where possible, appoint an Emergency Management Liaison who shall coordinate the emergency management preparedness and mitigation activities of the department, division or agency and act as a liaison between his/her department, division or agency and the Emergency Management Office on all matters pertaining to emergency management preparedness and mitigation. The appointed Emergency Management Official as described in Section 701 of this resolution may serve in that capacity.
- 6.6.4 Each department or agency liaison shall be responsible for the following:
- 6.6.4.1 Prepare and annually update an annex to the Saginaw County Emergency Operations Plan or otherwise cooperate in its development and maintenance, providing for the delivery of emergency management activities by that agency or

department. The annex shall be in the form prescribed by the Emergency Management Coordinator.

6.6.4.2 Coordinate the agency's or department's emergency management preparedness and mitigation efforts with those of other agencies or departments.

6.6.4.3 Participate in periodic exercises to enhance the adequacy of the respective agency's or department's response capability.

6.6.4.4 Develop internal Standard Operating Procedures (SOPs) to accomplish emergency notification and assigned emergency tasks.

6.6.4.5 Provide the Emergency Management Coordinator with a list of personnel and resources available within the agency or department and provide a list of those that may be needed by the department during times of emergency.

6.6.5 The Chairperson may designate other County personnel, departments, divisions or agencies to provide support for emergency management operations and programs. This may include, but is not limited to, clerical support, preparation and maintenance of the Emergency Operations Center and equipment; resource management, including providing or obtaining equipment, supplies and personnel to support emergency response and recovery.

6.7 Municipalities: Relationship to County

6.7.1 Pursuant to the Act, municipalities with a population of 10,000 or more may choose to come under the County Emergency Management Program and appoint the County Coordinator as their coordinator.

6.7.2 Municipalities in Saginaw County may make recommendations to the Board and its Chairperson regarding the pre-disaster and disaster responsibilities and actions of the Coordinator and scope of the Saginaw County Emergency Management Program.

6.7.3 In exchange for providing pre-disaster and disaster program management, as well as disaster response coordination, each municipality opting to come under the County's Emergency Management Program, shall make the applicable resources of the municipality (e.g. including but not limited to, law enforcement, fire, public works personnel and equipment) available to the County to respond to emergencies and disasters throughout the County when declared by the Chairperson. When such resources are made available to the County they must be available without

cost to the County or to any of the jurisdictions where the resources are deployed to, or are used for. However, in cases where a cost recovery ordinance, and/or state and federal grants, or other similar external funding sources are available, municipalities may make claims for actual costs incurred.

- 6.7.4 Each municipality of 10,000 or more population is encouraged to appoint municipal Emergency Management Liaisons, including successors. These persons will assist the Saginaw County Emergency Management Coordinator in all matters pertaining to disaster preparedness, mitigation, response and recovery within the respective municipality.
- 6.7.5 If a "Local State of Emergency" is declared, pursuant to the Act, by a single municipality with a population of 10,000 or more and that municipality has appointed the County Emergency Management Coordinator as their coordinator, the County coordinator, with permission from the Chairperson of the Board of Commissioners, will coordinate the emergency response of that municipality, if so requested by that municipality. When this occurs the Coordinator will, pursuant to the Act, act for and at the direction of the chief executive official of that municipality.
- 6.7.6 If an emergency is declared by more than one such municipality by the Chairperson of the Board of Commissioners or by the Governor, the Saginaw County Coordinator shall coordinate the disaster response from the County Emergency Operations Center or other designated location and shall act for and at the direction of the Chairperson of the Board of Commissioners.
- 6.7.7 A "Local State of Emergency" declaration by such a municipality shall not activate the entire County Emergency Operations Plan. It shall only activate those portions of the plan pertaining to that municipality and/or as described in the respective support plan as mutually agreed upon. If such a municipality exhausts its resources, the chief executive official of that municipality may ask the Chairperson to declare a "Local State of Emergency" for the County. If such declaration occurs, the County plan will be activated and apply.
- 6.7.8 A declaration by the Governor or Chairperson shall activate the County Emergency Operations Plan and Support Plans and make available the applicable resources as described in the Plan to cope with the disaster.

6.8 Volunteers: Appointment And Reimbursement

- 6.8.1 Each Department, Commission, Board or Agency of County government that is assigned an emergency or disaster responsibility in the County

Emergency Operations Plan, and with the concurrence of the Emergency Management Coordinator and the approval of the Board of Commissioners, may appoint volunteers to augment its personnel in time of emergency to implement emergency functions. Such individuals are part of the disaster relief force and shall be subject to the rules and regulations of the County, and operational control set forth by the respective Department, Commission, Board or Agency through which the appointment was made and shall be reimbursed for all actual and necessary travel and subsistence expenses.

6.9 Rights of Disaster Relief Force

6.9.1 In accordance with the Act, personnel of the disaster relief force while on duty shall have the following rights:

6.9.1.1 If they are employees of a county, municipality, or other governmental agency regardless of where serving, have the powers, duties, rights, privileges and immunities and receive the compensation incidental to their employment.

6.9.1.2 If they are not employees of the county, municipality or other governmental agency be entitled to the same rights and immunities as are provided for by law.

6.10 Continuity of Government

6.10.1 The Board and each Department, Agency and Commission of the County with emergency responsibilities, in order to provide Continuity of Government, shall take measures to:

6.10.1.1 Provide for the temporary movement and reestablishment of essential government offices and functions in the event that existing facilities cannot be used.

6.10.1.2 Ensure that the civil political leadership will continue to function effectively under emergency conditions by making necessary appointments and establishing lists of the order or line of those entitled to succeed one another under emergency conditions.

6.10.1.3 Ensure the protection of those documents that are essential for the continuation of the functioning of government during emergency conditions and to protect the rights and interests of citizens.

- 6.10.1.4 Ensure the protection of key personnel, facilities and resources so County government may operate effectively to allocate needed resources, to restore government functions after emergency conditions and to ensure government can continue to function during emergency conditions.
- 6.10.1.5 Ensure that sufficient enabling measures are in effect to continue government operations under emergency conditions.

6.11 Liability

- 6.11.1 As provided for in the Act and this resolution, the County or any political subdivision, or the agents or representatives of any political subdivision, shall not be liable for personal injury or property damage sustained by the disaster relief force. In addition, any member of the disaster relief force engaged in disaster relief activity shall not be liable in a civil action for damages resulting from an act or omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the worker's compensation law, any pension law or act of congress will not be affected as a result of said activity.
- 6.11.2 As provided for in the act, any person owning or controlling real estate or other premises who voluntarily and without compensation grants the County the right to inspect, designate and use the whole or any part of such real estate or premises for the purpose of sheltering persons or for any other disaster related function during a declared "Local State of Emergency" or during an authorized practice disaster exercise, shall not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission, or for loss of, or damage to, the property of such person.

6.12 Construction of Resolution

- 6.12.1 This resolution shall not be construed to limit, modify, abridge nor relieve any elected or appointed officials, departments, agencies, or organization of the responsibilities or authority given by federal, state or local, act, law, ordinance or charter.
- 6.12.2 This resolution shall not be construed to limit, modify, abridge nor relieve any municipality within Saginaw County, who, in compliance with Michigan Act 390, P.A. 1976, as amended, has chosen to establish their own Emergency Management Ordinance or Resolution, Program and Plan

to prepare, provide, coordinate and direct emergency and disaster operations in that municipality.

6.12.3 This resolution shall not be construed to be in conflict with Michigan Act 390, P.A. 1976, as amended, or any other state or federal act, rule or regulation applicable to Saginaw County, concerning disaster or emergency operations or preparedness.

6.13 Sovereignty

6.13.1 Should any section, clause or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause or provision so declared to be invalid.

6.14 Repeals

6.14.1 County of Saginaw Board of Commissioners Resolution "D" dated September 14, 1982, and Resolution "H" dated March 22, 1994, are hereby repealed and replaced with this new resolution.

6.15 Effective Date

6.15.1 This resolution shall have immediate effect.

7. ADMINISTRATIVE PROCEDURES:

7.1 Review

7.1.1 This resolution shall be periodically reviewed by the Board of Commissioners and changes shall be made if necessary.

8. CONTROLLER/CAO LEGAL COUNSEL REVIEW: The Controller/CAO has determined that this policy as submitted to the Board of Commissioners contains the necessary substance in order to carry out the purpose of the policy. The County Civil Counsel has determined that this policy as submitted contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Approved as to Substance:
Saginaw County Controller/CAO

Approved as to Legal Content:
Saginaw County Civil Counsel

ADOPTED: November 23, 1999